Reference	Date / Detail	Responsible Officer	Update
2/2019/P	25 January 2019 Item 5 – Procurement Presentation Members to be updated on due diligence and market research of current providers.	Matt Mott (Chamberlain's Department)	Update to be provided at October 2019 Board
6/2019/P	12 June 2019 Item 1 – Apologies Recruitment process for Scheme Member to be conducted.	Alistair MacLellan (Town Clerk's Department)	Vacancy advertised and process is 'live' – deadline for applications is 16 October 2019
7/2019/P	12 June 2019 Item 3 – Terms of Reference Cllr John Todd to be recommended to Scheme Manager for appointment as Deputy Chairman.	Alistair MacLellan (Town Clerk's Department)	Completed

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Com	12 June 2019 Item 3 – Terms of Reference Report on Police Pensions Board governance to be submitted to October 2019 meeting.	Alistair MacLellan (Town Clerk's Department)	Completed
9/2019/P	12 June 2019 Item 6 – Presentation Members of the Board should aim to complete all possible modules by April 2020	All	Update to be provided at October 2019 Board
10/2019/P	12 June 2019 Item 6 – Presentation Members to provide Pensions Manager with any training feedback they might have.	All	Update to be provided at October 2019 Board

11/2019/P	12 June 2019 Item 6 – Presentation Table be provided in the update report detailing the number of enquiries received from scheme members, and the number of enquiries dealt with within the best practice timeframe and the number of enquiries dealt with outwith the best practice timeframe	Matt Mott (Chamberlain's Department)	Completed – Appendix 4 of Scheme Administrator's report
12/2019/P	12 June 2019 Item 6 – Presentation Officers to be prepared to issue a communication to scheme members in the event of the legal challenge reaching a resolution.	Matt Mott (Chamberlain's Department)	Guidance from the Home Office awaited.

13/2019/P	Item 7 The City of London Police Pension Scheme Update Officers to review the efficacy of converting the Risk Register into the new City of London Corporation risk register template, which would include a column on deadlines for achieve resolution of the relevant risk(s)	Matt Mott (Chamberlain's Department)	Completed Report and revised register to be provided to the Board at the October 2019 meeting
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