

PENSION COMMITTEE WORK PROGRAMME 2024/25

Timescale	Funding	Investment	Governance	Administration & Communication	Training Items #
Standing items		<ul style="list-style-type: none"> Investment Monitoring (inc. CAS update) LCIV/Pooling Update 	<ul style="list-style-type: none"> Work programme 	<ul style="list-style-type: none"> Administration Update 	
2024/25					
Q4 2024/25 (February)	<ul style="list-style-type: none"> Cashflow forecast 	<ul style="list-style-type: none"> Principles of Responsible Investment Update 	<ul style="list-style-type: none"> Risk Register Investment Consultant Strategic Objectives Audit Findings Follow up Training Policy 	<ul style="list-style-type: none"> Pensions Administration Strategy Review Updates to member communication letters (if required) 	
Q1 2025/26 (July)	<ul style="list-style-type: none"> Funding Update 2024/25 (Part of Investment Monitoring) 	<ul style="list-style-type: none"> Responsible Investment Policy Review* 		<ul style="list-style-type: none"> Transfer out guidance Communications policy 	<ul style="list-style-type: none"> Responsible investment/climate action (in house)
2025/26					
Q2 2025/26 (September)	<ul style="list-style-type: none"> Cashflow forecast 		<ul style="list-style-type: none"> Risk Register Pension Fund Annual Report 2024/25 	<ul style="list-style-type: none"> Updates to member communication letters (if required) 	<ul style="list-style-type: none"> Pooling (LCIV)
Q3 2025/26 (December)	<ul style="list-style-type: none"> Triennial Valuation Initial Results 				
Q4 2025/26 (tbc)	<ul style="list-style-type: none"> Cashflow forecast Triennial Valuation Final Results Funding Strategy Statement 	<ul style="list-style-type: none"> Investment Strategy Review 	<ul style="list-style-type: none"> Risk Register Investment Consultant Strategic Objectives 	<ul style="list-style-type: none"> Updates to member communication letters (if required) 	

In addition to training provided either in house or by third party organisations, all Members will be expected to register for tPR online training and complete the modules in respect of **public sector pension schemes** within 12 months of joining the Committee. Members are also required to complete the Barnett Waddingham 'Enlighten!' online training within 12 months.

*Responsible investment activities are undertaken in conjunction with Investment Committee.

Notes

Future Triennial Review to be taken at same time as Investment Strategy review (2025).

Cashflow forecast and Risk Register are reviewed every 6 months.