

APPENDIX 1

5 March 2020	July 2020	September 2020	November 2020	January 2021	March 2021
Standing Items					
Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies
	Governance/LGPS Update Report (if required)	Governance/LGPS Update Report (if required)	Governance/LGPS Update Report (if required)	Governance/LGPS Update Report (if required)	Governance/LGPS Update Report (if required)
Work/Forward Plan and Training Opportunities	Work/Forward Plan and Training Opportunities	Work/Forward Plan and Training Opportunities	Work/Forward Plan and Training Opportunities	Work/Forward Plan and Training Opportunities	Work/Forward Plan and Training Opportunities
Risk Register Review / Update (Administration & Communication)	Risk Register Review / Update (Accounting & Investments)	Risk Register Review / Update (Funding/Liability)	Risk Register Review / Update (Governance & Legal)	Risk Register Review / Update (Administration & Communication)	Risk Register Review / Update (Accounting & Investments)
Quarterly Pension Fund Performance & Investment Update	Quarterly Pension Fund Performance & Investment Update	Quarterly Pension Fund Performance & Investment Update	Quarterly Pension Fund Performance & Investment Update		Quarterly Pension Fund Performance & Investment Update
Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report
Fund Administration and Governance					
Review/update of d Pensions Administration Strategy Statement	Annual Pension Fund Accounts and Annual Report (including various statutory documents)		Investment Consultancy Services Procurement	Review/update of Fund Conflicts of Interest Policy (if necessary)	Review/update of Internal Disputes Resolution Policy and Pensions Administration Strategy Statement

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External Audit Plan	Actuarial Services Contract				
Investments					
Investment Strategy Review Initial Paper	Investment Strategy Review 2nd Paper				
Funding and Valuation					
External Audit for Pension Fund Accounts - Planning					
2019 Valuation Final Sign off					
Funding Strategy Statement Final Version Following Results of 2019 Valuation					
Training					
Training & Conferences Update	Training & Conferences Update	Training & Conferences Update	Training & Conferences Update	Training & Conferences Update	Training & Conferences Update
Investment Strategy - Mercer	Tbc	Tbc	Tbc	Tbc	Tbc

Budgetary Estimates and Cashflow Forecast

	2018/19 Actual	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate
	£m	£m	£m	£m	£m
Contributions Received	44.2	46.6	47.0	47.5	47.9
Transfers in from other pension funds*	3.7	0.0	0.0	0.0	0.0
Subtotal	47.9	46.6	47.0	47.5	47.9
Benefits	(49.8)	(52.3)	(54.9)	(57.5)	(60.2)
Payments to and on account of leavers*	(44.4)	0.0	0.0	0.0	0.0
Subtotal	(94.2)	(52.3)	(54.9)	(57.5)	(60.2)
Net withdrawals from dealings with members	(46.3)	(5.7)	(7.9)	(10.1)	(12.3)
Management expenses:					
Investment Management Expenses	(5.8)	(6.0)	(6.3)	(6.6)	(6.8)
Oversight and Governance Costs	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Administration Costs	(1.3)	(1.3)	(1.5)	(1.5)	(1.5)
Subtotal	(7.4)	(7.4)	(7.4)	(7.4)	(7.4)
Net withdrawals including fund management expenses	(53.7)	(13.1)	(15.3)	(17.5)	(19.7)
Returns on Investments:					
Investment Income	7.2	7.5	7.8	8.1	8.5
Net cash outflow	(46.5)	(5.6)	(7.4)	(9.3)	(11.2)

*Assumption that transfers in and out will be net neutral to the fund.

TRAINING PROGRAMME

APPENDIX 2

Date	Conference / Event	Training/Event Organiser	Cost	Location	Delegates Allowed
13-May-20	Pensions Expert DB Forum	FT	Free	London	N/A
https://live.ft.com/Events/Pensions-Expert-DB-Forum					
23-Jun-20	Pensions Expert LGPS Forum	FT	Free	London	N/A
https://live.ft.com/Events/Pensions-Expert-Local-Government-Pension-Scheme-Forum-2020					
06/07/2020-08/07/2020	The LAPF Strategic Investment Forum and Local	DG Publishing	Free	Hertfordshire	N/A
https://live.ft.com/Events/Pensions-Expert-Local-Government-Pension-Scheme-Forum-2020					
01-Oct-20	DB Strategic Investment Forum	DG Publishing	Free	London	N/A
https://www.dgpublishing.com/db-strategic-investment-forum/					
18-Nov-20	Investing with Impact Summit	DG Publishing	Free	London	N/A
https://www.dgpublishing.com/db-strategic-investment-forum/					

Other Training Opportunities					
Date	Conference / Event	Training/Event Organiser	Cost		Delegates Allowed
http://www.lgpsboard.org/	Scheme Advisory Board Website	LGPS Scheme Advisory Board	Free - Online		N/A
www.thepensionsregulator.gov.uk	The Pension Regulator's Pension Education Portal	The Pension Regulator	Free - Online		N/A
https://trusteetoolkit.thepensionsregulator.gov.uk/?redirect=0	The Pension Regulator's Trustee Toolkit	The Pension Regulator	Free - Online		N/A
http://www.lgpsregs.org/	LGPS Regulation and Guidance	LGPS Regulation and Guidance	Free - Online		N/A
http://www.lgps2014.org/	LGPS Members Website	LGPS	Free - Online		N/A
www.local.gov.uk	Local Government Association (LGA) Website	LGA	Free - Online		N/A

Please contact Thomas Skeen, Head of Pensions, if you wish to attend any of these courses.

Tel No: 020 8489 1341

Email: thomas.skeen@haringey.gov.uk

APPENDIX 3

Pension Committee and Board member's Name	Public Sector Toolkit (Online)	Training Needs Analysis
CLlr Matthew White (Chair)	✗	✓
CLlr John Bevan (Vice Chair)	✓	✓
CLlr Viv Ross	✓	✓
CLlr (Dr) James Chiriyankandath		
CLlr Paul Dennison	✓	✓
CLlr Noah Tucker		
Keith Brown	✓	✓
Ishmael Owarish	✗	✓
Randy Plowright	✗	✓

Link to the public sector toolkit:

<http://www.thepensionsregulator.gov.uk/public-service-schemes/learn-about-managing-public-service-schemes.aspx#s16691>