

Meeting Date Item No	27 Mar 2017	Jul 2017 (Date TBC)	Sep 2017 (Date TBC)	Nov 2017 (Date TBC)
Standing Items				
1	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies - TPR CoP No. 14 requirements	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies - Communications Policy Update	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies	Administration Report - Membership Update - Auto-enrolment - Schedule / Admitted Bodies
2	Governance Update Report - SAB Update - Governance Checklist update	Governance Update Report - SAB Update - Governance Checklist update	Governance Update Report - SAB Update - Governance Checklist update	Governance Update Report - SAB Update - Governance Checklist update
3	Work/Forward Plan	Work/Forward Plan	Work/Forward Plan	Work/Forward Plan
4	Risk Register Review / Update (Accounting & Investments)	Risk Register Review / Update (Funding/Liability)	Risk Register Review / Update (Governance & Legal)	Risk Register Review / Update (Administration & Communication)
5	Quarterly Pension Fund Performance & Investment Update	Quarterly Pension Fund Performance & Investment Update	Quarterly Pension Fund Performance & Investment Update	Quarterly Pension Fund Performance & Investment Update
6	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report	Quarterly LAPFF Engagement Report
Fund Administration & Governance				
7	Fund Administration System Contract	Draft - Annual Pension Fund Accounts and Annual Report	Final - Annual Pension Fund Accounts and Annual Report	Final - Annual Pension Fund Accounts and Annual Report (if necessary)
8	Conflict of Interest (Declaration 7 Annual Report)	Review - Training Policy Framework	Reporting Breaches (Annual Report)	Review of Internal Dispute Resolutio Policy

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		Actuarial Services Contract	Investment Consultancy Services Contract	
			Annual Review of the Fund's Governance and compliance statement	
Investments				
9	Currency Hedging Implementation Plan	Fund Managers Internal Control Report		
10	Review of Fund's Investment Strategy	Performance Review - Additional Voluntary Contribution Providers		
		Low carbon Investments review		
		CQS Share Class D Report (Mercer)		
Funding & Valuation				
11	Triennial valuation - Final Results / Contribution Rates and Funding Strategy Statement	External Audit Plan for Statement of Accounts	External Audit for Pension Fund Accounts	
12	Final - Investment Strategy Statement (Regulation 7 of the LGPS (Management of Investment Funds) 2016			
13	External Audit Plan for Statement of Accounts			
Training				

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1	Training & Conferences Update	Training & Conferences Update	Training & Conferences Update	Training & Conferences Update
2	Member Training - Infrastructure / Infrastructure Debt (Allianz)	Introduction to LGPS and Trustee Responsibilities	Introduction to LGPS and Trustee Responsibilities	Tbc

TRAINING PROGRAMME

APPENDIX 2

Date	Conference / Event	Training/Event Organiser	Cost	Location	Delegates Allowed
21-Apr-17	Pension Trustee Training	Schroders	Free	London	N/A
01-May-17	Local Authority Conference	Pension & Lifetime Savings Association (PLSA)	TBC	Gloucestershire	N/A
07-Jun-17	UK Institutional Investor Forum	Markets Group	Free	London	N/A
29-Jun-17	Introduction to Defined Benefit Scheme - Running A DB Scheme	Eversheds	£499	Manchester	N/A
29-Jun-17	(Two Day) LGPS Trustees' Conference	Local Government Association	£250	Bournemouth	N/A

Other Training Opportunities					
Date	Conference / Event	Training/Event Organiser	Cost		Delegates Allowed
	Mentoring Programme for members/officers	LAPFF	Free		N/A
www.thepensionsregulator.gov.uk	The Pension Regulator's Pension Education Portal	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 Clare Bull (Chair)	✓	✓
Cllr John Bevan (Vice Chair)	✓	✓
Cllr Mark Blake	✗	✗
Cllr Viv Ross	✓	✗
Cllr Gideon Bull		
Cllr Noah Tucker		
Keith Brown		✓
Randy Plowright	✗	✗

Link to the public sector toolkit:

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

[vice-schemes.aspx#s16691](#)