

Pension Fund Board Forward Plan

Updated	3-Mar-20
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20/03/2020		Aylesbury, Walton Street Offices	
Mezz 2, 10.00-12.30	Agenda Item	Author	Cyclical Item?
	Apologies / Declarations of interest / Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Scheme member and employer communications	Claire Lewis-Smith	Annually
	Communication Policy Statement	Claire Lewis-Smith	Tri-annually
	i-Connect/Pensions 'Online' Update	Sam Price	Bi-annually
	Annual Review of Buckinghamshire Pension Board	Claire Lewis-Smith	Annually
	Pension Administration Strategy	Claire Lewis-Smith	Tri-annually
	Administration performance statistics	Sam Price	Every meeting
	GMP reconciliation	Sam Price	Ad hoc
	Forward Plan	Claire Lewis-Smith	Every meeting
	Annual Benefit Statements - Administration Year End Update	Sam Price	Every meeting
	Exclusion of Press and Public		
	Annual Benefit Statements - Confidential Appendix	Sam Price	Ad-hoc
	Confidential Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Investment Strategy	Julie Edwards	Ad-hoc
	Date of next meeting / AOB	--	

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Mezz 1, 10.00-12.30	Agenda Item	Author	Cyclical Item?
	Apologies / Declarations of interest / Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Pension Fund Annual Report 2019/20	TBC	Annually
	Review of Buckinghamshire Pension Board Policies	Claire Lewis-Smith	Annually
	Annual Benefit Statements - Administration Year End Update	Sam Price	Every meeting
	Administration performance statistics	Sam Price	Every meeting
	Risk Register	Julie Edwards	Annually
	Forward Plan	Claire Lewis-Smith	Every meeting
	Exclusion of Press and Public		
	Confidential Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Brunel Pension Partnership Update	Julie Edwards	Every meeting
	Date of next meeting / AOB	--	

14/10/2020		Aylesbury, Walton Street Offices	
Mezz 2, 10.00-12.30	Agenda Item	Author	Cyclical Item?
	Apologies / Declarations of interest / Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	i-Connect/Pensions 'Online' Update	Sam Price	Bi-annually
	Internal Administration Benchmarking	Sam Price	Annually

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	Apologies / Declarations of interest / Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Pension Fund Annual Report 2019/20	TBC	Annually
	Review of Buckinghamshire Pension Board Policies	Claire Lewis-Smith	Annually
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	Risk Register	Julie Edwards	Annually
	Forward Plan	Claire Lewis-Smith	Every meeting
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	Brunel Pension Partnership Update	Julie Edwards	Every meeting
	Date of next meeting / AOB	--	

	Breaches of the Law	Claire Lewis-Smith	Annually
	GMP reconciliation/Rectification	Sam Price	Ad hoc
	Administration performance statistics	Sam Price	Every meeting
	Training Opportunities	Claire Lewis-Smith	Annually
	Forward Plan	Claire Lewis-Smith	Every meeting
	Annual Benefit Statements - Administration Year End Update	Sam Price	Every meeting

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16/12/2020		Aylesbury, Walton Street Offices	
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	Administration performance statistics	Sam Price	Every meeting
	Internal Dispute Resolution Procedure	Sam Price	Annually
	Governance Compliance Statement	Claire Lewis-Smith	Annually
	Forward Plan	Claire Lewis-Smith	Every meeting
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