

**Pension Fund Board Forward Plan**

Updated	29/06/2023
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19/07/2023		Venue TBC	
<b>In person</b>	<b>Agenda Item</b>	<b>Author</b>	<b>Cyclical Item?</b>
<b>The Gateway</b>	Apologies/Declarations of interest/Minutes	Chairman	Every meeting
<b>10:00-12:00</b>	Terms of Office	Claire Lewis-Smith	Triennial
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Review of Buckinghamshire Pension Board Policies	Claire Lewis-Smith	Annually
	Pension Fund Annual Report 2022/23	Julie Edwards	Annually
	Annual Accounts Audit 2021/22	Julie Edwards	Annually
	McCloud Update	Claire Lewis-Smith	Bi-annually
	Forward Plan	Claire Lewis-Smith	Every meeting
	Annual Benefit Statements - Administration Year End Update	Sam Price	Every meeting
	Administration performance statistics	Sam Price	Every meeting
	Exclusion of Press and Public		
	Administration performance statistics - Confidential Appendix	Sam Price	Every meeting
	Confidential Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	AVC Review	Claire Lewis-Smith	Ad hoc
	Pension Fund Performance	Julie Edwards	Every meeting
	Date of next meeting/AOB	--	

16/10/2023		MS Teams	
<b>MS Teams</b>	<b>Agenda Item</b>	<b>Author</b>	<b>Cyclical Item?</b>
<b>10:00-12:00</b>	Apologies/Declarations of interest/Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Internal Administration Benchmarking	Sam Price	Annually
	Breaches of the Law	Claire Lewis-Smith	Annually
	Funding Strategy Statement	Julie Edwards	Triennial
	Forward Plan	Claire Lewis-Smith	Every meeting
	Administration performance statistics	Sam Price	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
	Administration performance statistics - Confidential Appendix	Sam Price	Every meeting
	Confidential Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Employer Covenant Review	Claire Lewis-Smith	Triennial
	Risk Register	Julie Edwards	Annually
	Pension Fund Performance	Julie Edwards	Every meeting
	Date of next meeting/AOB	--	

13/12/2023		MS Teams	
<b>MS Teams</b>	<b>Agenda Item</b>	<b>Author</b>	<b>Cyclical Item?</b>
<b>10:00-12:00</b>	Apologies/Declarations of interest/Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Internal Dispute Resolution Procedure	Sam Price	Annually
	McCloud update	Claire Lewis-Smith	Bi-annually
	Training Opportunities	Claire Lewis-Smith	Annually
	Forward Plan	Claire Lewis-Smith	Every meeting
	Administration performance statistics	Sam Price	Every meeting
	Annual Benefit Statements - Administration Year End Update	Sam Price	Every meeting

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Exclusion of Press and Public		
Annual Benefit Statements - Confidential Appendix	Sam Price	Ad-hoc
Administration performance statistics - Confidential Appendix	Sam Price	Every meeting
Confidential Minutes	Chairman	Every meeting
Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
Cyber Security	Claire Lewis-Smith	Annually
Pension Fund Performance	Julie Edwards	Every meeting
Actuarial Valuation 2022	Barnett Waddingham	Triennial
Date of next meeting/AOB	--	

<b>27/03/2024</b>		<b>MS Teams</b>	
<b>MS Teams</b>	<b>Agenda Item</b>	<b>Author</b>	<b>Cyclical Item?</b>
<b>10:00-12:00</b>	Apologies/Declarations of interest/Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Scheme member and employer communications	Madelena da Costa	Annually
	i-Connect/Pensions 'Online' Update	Sam Price	Bi-annually
	Annual Review of Buckinghamshire Pension Board	Claire Lewis-Smith	Annually
	Administration Policy Updates	Claire Lewis-Smith	Annually/Triennially
	Forward Plan	Claire Lewis-Smith	Every meeting
	Administration performance statistics	Sam Price	Every meeting
	Annual Benefit Statements - Administration Year End Update	Sam Price	Every meeting
	Exclusion of Press and Public		
	Administration performance statistics - Confidential Appendix	Sam Price	Every meeting
	Confidential Minutes	Chairman	Every meeting
	Minutes of Pension Fund Committee	Pension Fund Committee Chairman	Every meeting
	Pension Fund Performance	Julie Edwards	Every meeting
	Date of next meeting/AOB	--	