

PENSION FUND COMMITTEE – WORK PROGRAMME (AS AT 16 NOVEMBER 2017)

Report Title	Brief summary of agenda item	Lead Officer	Report Author
11 January 2018			
Fund Valuation & Performance – Qtr 2	Summary of quarterly performance		Tamsin Rabbitts
Fund Valuation & Performance	Details review of quarterly performance (exempt)		Tamsin Rabbitts
Independent Adviser’s Report	Independent Adviser’s review of performance and managers reports (exempt)		William Bourne
Managers Reports	Quarterly reports from Kames, Schroders and AAM (exempt)		Relevant fund managers
Conferences & Training	Conferences & Training plan for 18-19		Tamsin Rabbitts
National GMP Reconciliation Project	Report regarding the national requirement to reconcile HMRC data against pension data and provide details of the options to undertake this project		Jon Clewes
Admission Body Status Update	Details of organisation who satisfy the criteria to be admitted to the LGPS (as required)		Andy Durrant
Pension Administration Communication Plan	Plan detailing pension administration communication for the following 12 - 15 months		Jon Clewes
8 March 2018			
Fund Valuation & Performance – Qtr 3	Summary of quarterly performance		Tamsin Rabbitts
Fund Valuation & Performance	Details review of quarterly performance (exempt)		Tamsin Rabbitts
Independent Adviser’s Report	Independent Adviser’s review of performance and managers reports (exempt)		William Bourne
Managers Reports	Quarterly reports from Kames, Schroders and AAM (exempt)		Relevant fund managers
Working Party Recommendations	Recommendations from the Working Party		Keith Palframan
Proxy Voting	Summary of voting activity during quarter 4 of 2017		Ciaran Guilfoyle
GDPR readiness assessment and action plan	Nottinghamshire Administering Authority readiness for the introduction of GDPR		Sarah Stevenson
Pension Administration – Annual data	Annual report regarding pension data and action		Jon Clewes

review and action plan	plan - Requirement of the Pension Regulator		
19 April 2018			
LAPFF Business Meeting	Report from LAPFF Business Meeting		Ciaran Guilfoyle
LAPFF Conference 2017	Report from the LAPFF conference in Bournemouth		Tamsin Rabbitts
Review of Fund Policies	Review of fund policies		Tamsin Rabbitts
<i>Update on LGPS Asset Pooling</i>	<i>(If required)</i>		<i>Keith Palframan</i>
<i>LGPS Scheme Advisory Board Update</i>	<i>6 monthly report updating members on the work of the SAB if anything of note</i>		<i>Jon Clewes/Ciaran Guilfoyle</i>
Admission Body Status Update	Details of organisation who satisfy the criteria to be admitted to the LGPS (as required)		Andy Durrant
7 June 2018			
Fund Valuation & Performance – Qtr4	Summary of quarterly performance		Tamsin Rabbitts
Fund Valuation & Performance	Details review of quarterly performance (exempt)		Tamsin Rabbitts
Independent Adviser's Report	Independent Adviser's review of performance and managers reports (exempt)		William Bourne
Managers Reports	Quarterly reports from Kames, Schroders and AAM (exempt)		Relevant fund managers
Pension Administration Annual Performance & Strategy Review	Report detailing the Administering Authority and Scheme Employers performance against the Admin Strategy including any data breaches		Jon Clewes
19 July 2018			
Proxy Voting	Summary of voting activity during quarter 1 of 2016	Information	Ciaran Guilfoyle
LAPFF Business Meeting	Report from LAPFF Business Meeting	Information	Ciaran Guilfoyle
<i>Update on LGPS Asset Pooling</i>	<i>(If required)</i>	<i>Information</i>	<i>Keith Palframan</i>
PLSA conference	Report from PLSA conference	Information	Nigel Stevenson
National GMP Reconciliation update	Update on progress with the national GMP reconciliation project		Jon Clewes