

Para	Para Heading	To be Actioned By	Action/Notes
1	Declarations of Interest	Wendy MacGregor (Committee Officer)	No Declarations to record.
2	Membership of the Committee	Wendy MacGregor (Committee Officer)	Noted
3	Minutes	Wendy MacGregor (Committee Officer)	<ul style="list-style-type: none"> • Minute approved, Convener for signing. • Pension Board comments noted and verbal updates to points raised provided by Head of Finance.
4	Update on 2021/22 Audit Plan and 2021/22 Issued Audit Reports	Pamela Redpath (Service Manager - Audit & Risk Management Services)	<ul style="list-style-type: none"> • Report content noted. • Provide update on recommendations actioned, when available.
5	Annual Audit Report 2021/22	Pamela Redpath (Service Manager - Audit & Risk Management Services)	<ul style="list-style-type: none"> • Report content noted.
6	Pension Fund Annual Governance Statement 2021/22	Laura Robertson (Finance Operations Manager)	<ul style="list-style-type: none"> • Annual Governance Statement approved. • Check that weblinks in Statement are live and lead to appropriate documents/sites. Pension Fund website showing out of date Pension Board Constitution, chase up request to upload new Constitution. • Include a version control documents to ensure most recent versions are in use.
7	Fife Pension Fund - Annual Report and Accounts 2020/21	Laura Robertson (Finance Operations Manager)	<ul style="list-style-type: none"> • Unaudited accounts noted. • Page 52 of Agenda pack - request from Councillor Jonny Tepp, table showing level of performance, consider including an additional column to show 'average days'.

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8	Pensions Administration - Performance Monitoring Report	Laura Robertson (Finance Operations Manager)	<ul style="list-style-type: none"> Report content noted. Request to include highlighting in report to show new information that wasn't included in previous reports.
9	Risk Management - Quarterly Review	Laura Robertson (Finance Operations Manager)	Report noted, see minute for detail.
10	Pension Fund Training and Development	Laura C Robertson (Finance Operations Manager)	<ul style="list-style-type: none"> Report content noted and approved, see minute for detail. Provide members with a list of the modules required for completion on the Pension Regulator Toolkit. Consider the use of an area/hub where training materials can be stored and accessed by members of the Committee and Pension Board - Microsoft Teams?
11	Pension Fund Committee Workplan	Laura C Robertson (Finance Operations Manager) Wendy MacGregor (Committee Officer)	<ul style="list-style-type: none"> Report content noted. Add reports to Forward Work Programme.
12	Pension Fund - Investment Update	Elaine Muir (Head of Finance)	<ul style="list-style-type: none"> Report content noted, see minute for detail. Consider why there is a requirement for the report to be submitted as private, can this be made public?