LOCAL PENSION BOARD - WORK PLAN

Meeting:	16-Jul-15	22-Oct-15	14-Jan-16	07-Apr-16	20-Jul-16	20-Oct-16	12-Jan-17	Apr 17	Jul 17	Oct 17	Jan 18	Apr 18	Jul 18	Oct 18	Jan 19
Standard Items:															
Membership	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Attendance of Non Members	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Apologies for absence	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Minutes of last Board & matters arising not on agenda		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	√
Chairman's announcements	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Declaration of Interest	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Public Participation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Date of Next Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Urgent Items	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Main business items:															
Board Governance															
Election of Vice Chair	✓				✓				✓				✓		
Board Budget setting			✓				✓				✓				✓
Board KPIs to monitor				✓	✓			✓				✓			
Board Annual Report				✓	✓			✓				✓			
Review Board's Terms of Reference (if and as required)	✓				✓				✓				✓		
Board Annual Training Plan Update	✓	✓	✓			✓				✓				✓	
Training Item relevant to agenda		COI & Code of Conduct	tPR Code 14 and record keeping	2016 Triennial Valuation	Investment Pooling & the Brunel Pension Partnership	Brunel Pension Partnership update	Data protection and quality standards	Complaints and dispute handling	Fraud prevention and mitigation	Annual Reporting requirement s	TBC	TBC	TBC	TBC	TBC
Code of Conduct & Conflicts of Interest Policy	✓	✓					✓			✓				✓	
Role & purpose of the LPB	✓										_				
Forward Work Plan Review	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Review - how did the Board do?		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Fund Governance Cheme Legal, Regulatory & Fund york Agriculture protein Experiments Provision Flask Register V V V V V V V V V V V V V V V V V V V	Meeting:	16-Jul-15	22-Oct-15	14-Jan-16	07-Apr-16	20-Jul-16	20-Oct-16	12-Jan-17	Apr 17	Jul 17	Oct 17	Jan 18	Apr 18	Jul 18	Oct 18	Jan 19
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Fund update & comments on	update	•	·	· ·	·	,	·	•	·	·		·		·	·	•
initures of PC & ISC verview Governance Compliance Interest verview all Fund Declarations of Interest verview and Fund LGPS KPI verview and Fund LGPS KPI verview and Fund Interest verview Triennial Valuation Process verview Triennial Valuation Process verview Triennial Valuation Results verview Triennial Valuation Process verview Triennial Valuation Results verview Triennial Valuation Results verview Triennial Valuation Results verview Triennial Valuation Process verview T	Review of Risk Register		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Review fund Training Programme V Review all Fund Declarations of Interest PR Code of Practice 14/record Respired on Practice 14/record Respired Practice 14/rec	Fund update & comments on	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Statement Review all Fund Declarations of Interest	minutes of PC & ISC															
Review Fund Training Programme Aviation of Training Programme					\checkmark				\checkmark				\checkmark			
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Interest PRC Code of Practice 14/record seeping compliance survey results Results of national LGPS KPI sturvey and Funds own KPIs Review external advisor survey and Funds own KPIs Review External advisor suppointments process/controls and internal SLAs Review	Review all Fund Declarations of				√				√				√			
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Survey and Funds own KPIs Review External advisor appointments process/controls and nternal SLAs Review Triennial Valuation Process Review Triennial Valuation Results Review Index Admin, WM novestment and other Fund sent CIPFA Admin, WM n	Results of national LGPS KPI							./			./				./	
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Strategies Review Fund Annual Business Plan Review Admin Strategy & Charge Out Rates Review Admin Authority Discretions Review Funding Strategy Statement Review Statement of Investment Principles/compliance with FRC		16-Jul-15	22-Oct-15	14-Jan-16	07-Apr-16	20-Jul-16	20-Oct-16	12-Jan-17	Apr 17	Jul 17	Oct 17	Jan 18	Apr 18	Jul 18	Oct 18	Jan 19
Review Fund Annual Business Plan Review Admin Strategy & Charge Out Rates Review Admin Authority Discretions Review Funding Strategy Statement Review Statement of Investment Principles/compliance with FRC																
Review Admin Strategy & Charge Out Rates Review Admin Authority Discretions Review Funding Strategy Statement Review Statement of Investment Principles/compliance with FRC	Strategies															
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Review Funding Strategy Statement Review Statement of Investment Principles/compliance with FRC	Out Rates							•								•
Review Statement of Investment Principles/compliance with FRC	Review Admin Authority Discretions			✓								✓				
Principles/compliance with FRC	Review Funding Strategy Statement						✓									
Principles/compliance with FRC	Review Statement of Investment					./				-/				./		
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Administration															
Review employers compliance (data)								✓	✓				✓		
Review Fund fraud risk prevention and mitigation measures								✓						✓	
Review Fund website contents/resilience									✓						√
Review of Fund IDRP procedures & cases							✓								√
Review Fund Communications (employers/members)				✓				✓				✓			
Review of Data Security & Business Recovery									✓				✓		
Review GMP reconciliation process										✓					
Financials & Audit															
Review Fund Annual Report		✓				✓				✓				✓	
Review Fund Annual Accounts		✓			✓				✓				✓		
Review Internal Audit Report	✓	✓			✓				✓				✓		
Review External Audit Report		✓				✓				✓				✓	
Input to Annual External Audit Plan				✓				✓				✓			
Input to Annual Internal Audit Plan							✓			✓				✓	
Total number of Agenda Items:	21	24	24	25	25	23	28	28	27	25	24	25	25	26	26