

LOCAL PENSION BOARD - WORK PLAN						
Meetin	23/05/19	22/08/19	14/11/19	13/02/20	21/05/20	
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	CIPFA Accounting changes	TPR Breach reporting	Fund Delegations			
Code of Conduct & Conflicts of Interest Policy						
Role & purpose of the LPB				✓		
Forward Work Plan Review	✓	✓	✓	✓	✓	✓
Review - how did the Board do?	✓	✓	✓	✓	✓	✓

Fund Governance						
Scheme Legal, Regulatory & Fund update	✓	✓	✓	✓	✓	✓
Review of Risk Register	✓	✓	✓	✓	✓	✓
Fund update & comments on minutes of PC & ISC	✓	✓	✓	✓	✓	✓
Review Governance Compliance Statement						
Review Fund Training Programme						✓
Review all Fund Declarations of Interest						
TPR Code of Practice 14/record keeping compliance survey results		✓				
Results of national LGPS KPI survey and Funds own KPIs						
Review external advisor appointments process/controls and internal SLAs			✓			
Review Triennial Valuation Process				✓		
Review Triennial Valuation Results				✓		
Review fund delegations and internal controls			✓			
Review CIPFA Admin, WM investment and other Fund benchmarking results						✓

Fund Plans, Policies & 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 stewardship code			✓		
Review Investment Strategy Statement					✓
Meeting:	23/05/19	22/08/19	14/11/19	13/02/20	21/05/20
Administration					
Review employers compliance (data)			✓		
Review Fund fraud risk prevention and mitigation measures			✓		
Review Fund website contents/resilience		✓			
Review of Fund IDRPs procedures & cases		✓			
Review Fund Communications (employers/members)			✓		
Review of Data Security & Business Recovery		✓			
Review GMP reconciliation process		✓			
Benchmark Annual Report with other Funds			✓		
Review of Annual Benefit Statement 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:	23	28	33	24	26