

Local Pension Board Action log

A full action-tracker showing complete and pending items is included to monitor progress from the last 3 Board meetings. Actions identified prior to this are include only where they remain outstanding. Actions in bold denote where the action is a formal recommendation of the Board.

	Action	Who	Deadline	Completed
	January 2016			
3.5	To recommend that officers communicate the implications of the public sector exit cap to the Fund's members once known	AC	Once known	
3.12	To recommend that officers review the charge-out rate for the calculation of costs from persistent failure to meet targets or resolve cases to ensure it is in line with other Funds.	AC	September 2018	
	January 2017			
7.15	To request that SWAP benchmark the fund against other similar funds in a future audit report.	AC/SWAP	September 2018	
7.20	To request that a benchmarking exercise is undertaken against the training undertaken by Board members of other Funds.	LJ	September 2018	
	April 2017			
8.5	To note that a report on data protection and quality standards would be presented to a future meeting and request this report include key risks for data management.	AC	April 2018 and September 2018	

8.7	To recommend that once the KPI process is established it is developed to allow comparisons to be made against other Funds and to identify the administration costs associated with each process, and includes performance against statutory timeframes.	AC	October 2018	
8.8	To recommend that consideration is given in the future to developing a graduate recruitment programme for the Fund.	AC/NW	April 2019	(Changed status)
8.12	To note the Investment Strategy Statement and associated future review process in 12-18 months time in light of asset pooling.	NW	October 2018	(Changed status)
	July 2017			
9.6	To recommend future SoA reports contain the details of key management personnel and wording describing the role of the Local Pension Board be amended to reflect that it provides advice and support to the administering authority.	NW	July 2018	
9.7	To recommend that resource be directed to address risks identified in the internal audit report in respect of reconciliations and data management.	AC	Ongoing	(Changed status)
9.8	To support plans for future AGMs to coincide with the publication of the Annual Report and recommend officers review the format in response to the needs of employers and scheme members.	AC/NW	September 2018	(Changed status)
9.9	To delegate authority to officers, in consultation with the Chairman, to amend the LPB Annual report to track tPR checklist compliance and the implementation of Board recommendations using a RAG status.	AC	September 2018	
9.12	To recommend costs transparency be factored into the Wiltshire Pension Fund and Brunel Pension Partnership manager appointment process.	NW	April 2018	

9.13	To review the timetabling and work plan of Board meetings following consideration of the SAB survey results.	AC	October 2018	
	October 2017			
10.2	Officers to progress a new website hosted by Hymans to include an FAQ page for members.	AC	ASAP	(Changed status)
10.4	Members to review their Register of Interest and professional bio.	Board	ASAP	
10.5	To include an audit against tPR Code of Practice 14 as part of the 2018 internal audit plan.	AC	January 2018 July 2018	(Changed status)
10.6	To request any risks for the Fund arising from the GMP reconciliations project be reviewed once the exercise is complete.	AC	December 2018	
10.7	To request that in 2018 if employers have not submitted complete and correct data to the Fund over a three year period, they be contacted to investigate the route cause, and if there is no resolution, consideration be given to reporting them to the Pension Regulator.	AC	September 2018	
10.10	To provide a flow chart to outline the delegated and reserved decision-making process within Brunel Pension Partnership to improve transparency.	NW	December 2018	
	March 2018			
11.1	Update the status of actions on the action log.	LJ	ASAP	(Changed status)
11.2	IDRP process to be updated to reflect the Pensions Advisory Service has been merged with the Pensions Ombudsman.	AC	ASAP	
11.3	To upgrade item 12 on the Business Plan to medium priority.	AC	ASAP	(Changed status)
11.4	To request that future Business Plans updates include new items which	AC	ASAP	

	have occurred since the business plan was first produced and include items that have rolled-forward from previous plans.			
11.4	To request the three additional SAB projects for 2018 be included in the Fund, Scheme, Legal and Regulatory update.	AC	ASAP	(Changed status)
11.5	To update the wording of PEN019 and PEN021 on the Risk Register.	AC	April 2018	(Changed status)
11.6	To review the LPB Code of Conduct and Conflict of Interest Policy in two years.	RB	April 2020	
11.7	To make the following changes to the Governance Compliance Statement: That section 1A be updated to reflect the delegation of asset management to Brunel Pension Partnership That a hyperlink be added to the Board's Terms of Reference.	AC	June 2018	(Changed status)
11.8	To request that officers seek clarity on any requirement for the Pension Fund Committee to report into the Audit Committee, prior to consideration of the Governance Compliance Statement by the Committee.	RB	June 2018	(Changed status)
11.9	Board FWP to be reviewed.	AC & HP	April 2018	(Changed status)