

Lancashire Local Pensions Board - Work programme 2018/19 - Revised February 2018

	Meeting Date				
	16-Jan-18	24-Apr-18	03-Jul-18	16-Oct-18	Jan-19
Introductory Matters					
Welcome/Apologies, Disclosure of interests, Minutes of Previous Meeting, Urgent business, date of next business, exclusion of press and public	Y	Y	Y	Y	Y
Chair's report on the appraisal of the Pension Board and terms of reference		Y			Y
Work Plan review 2017 workplan create 2018	Y				
Progress on workplan		Y	Y	Y	Y
Feedback from Board members on attendance at training events and conferences	Y	Y	Y	Y	Y
Annual Review of Member Training Records			Y		
Reports considered by the recent Pension Fund Committee	Y	Y	Y	Y	Y
Governance Structure	Y				Y
Update on regulatory changes		Y	Y	Y	Y
LPP Administration Transformation Plan		Y		Y	
Key Policy Documents					
Terms of reference for Board (Annual Review)	Y				Y
Termination Policy (Annual Review)			Y		
Governance Policy Statement (Annual Review)			Y		
Pensions Administration Strategy Statement (Annual Review)	Y				Y
Investment Strategy Statement – consideration of investment on non financial grounds	Y				
Administration Performance Report (Annual Review)			Y		
UK Stewardship Code Compliance (Annual Review)			Y		
Policies update to go to PF Dec 2018					Y
Review RI policy WG recommendation	Y	Y			
Climate Change Policy		Y			
Review of scheme risk register (bi-annual)		Y		Y	
Consider PWC's Risk Assurance Map and LPP internal report	Y		Y		Y
High level scrutiny of LPP (annual review)			Y		
Performance					
Monitoring of KPIs for administration, complaints, governance and investments	Y	Y	Y	Y	Y
Pension Fund Administration Service Quality of Service Report			Y		
Data quality			Y		
Financial Monitoring					
Annual monitoring of investment costs including custodian and transaction costs				Y	
Review and approve the pension fund budget with particular regard to the following areas:					
a)Cost savings		Y			
b)Productivity gain		Y			
c)Risk reduction		Y			
d)Service improvement		Y			
e)Performance		Y			
Breaches reported to Pension Fund Committee since last meeting	Y	Y	Y	Y	Y
Contributions monitoring		Y		Y	
Communications and updates to employers and members					
Scrutiny of all annual documents and processes including communications to employers and members, to include:					
Formal reports and internal/external reports	Y	Y	Y	Y	Y
Assistance with communication to employers and members as arising out of regulations and current issues.	Y	Y	Y	Y	Y
Compliance of employers with their statutory duty under the Scheme.				Y	
Results of regulator survey				Y	
Review of the board effectiveness				Y	
Review of :					
a)compliance with COP14.	Y				
b)fraud control within the LCPF	Y				
c)the current Discretions Policy for the LCPF	Y				
Advance Work Plan - Triennial review					
Funding Strategy Statement	2019/20	2020/21	2021/22	2022/23	Beyond
Actuarial Report	Y			Y	
Communications Policy Statement		Y			
Monitor employer and administrating authority discretions	Y			Y	
Actuarial Valuation		Y			2023/24
Investment Strategy Statement	Y			Y	

