

**Lancashire Local Pensions Board - Work programme 2019/20**

	Meeting Date			
	30-Apr-19	09-Jul-19	15-Oct-19	14-Jan-20
<b>Introductory Matters</b>				
Welcome/Apologies, Disclosure of interests, Minutes of Previous Meeting, Urgent business, date of next business, exclusion of press and public	Y	Y	Y	Y
Chair's report on the appraisal of the Pension Board and terms of reference	Y			Y
Work Plan for next financial year				Y
Progress on workplan	Y	Y	Y	Y
Feedback from Board members on attendance at training events and conferences	Y	Y	Y	Y
Annual Review of Member Training Records		Y		
Reports considered by the recent Pension Fund Committee	Y	Y	Y	Y
Update on regulatory changes	Y	Y	Y	Y
LPP Administration Transformation Plan and progress updates	Y	Y	Y	Y
<b>Key Policy Documents</b>				
Terms of reference for Board (Annual Review)				Y
Termination Policy (Annual Review)	Y			
Governance Policy Statement (Annual Review)	Y			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		
Review of scheme risk register (bi-annual)	Y		Y	
Communications Policy Statement		Y		
Funding Strategy Statement				Y
High level scrutiny of LPP (annual review)				Y
<b>Performance</b>				
Monitoring of KPIs for administration, complaints, governance and investments	Y	Y	Y	Y
Pension Fund Administration Service Quality of Service Report		Y		
Data quality				
Data breaches update	Y	Y	Y	Y
<b>Financial Monitoring</b>				
Review 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
Contributions monitoring and breaches	Y		Y	
<b>Communications and updates to employers and members</b>				
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
Assistance with communication to employers and members as arising out of regulations and current issues.	Y	Y	Y	Y
Results of regulator survey			Y	
Review of the board effectiveness			Y	
Review of :				
a)compliance with COP14.				Y
<b>Advance Work Plan - Triennial review</b>				
Funding Strategy Statement			Y	
Actuarial Report	Y			
Communications Policy Statement			Y	
Monitor employer and administrating authority discretions	Y			2023/24
Actuarial Valuation			Y	
Investment Strategy Statement			Y	
Pensions Administration Statement	Y			2023/24

**Note**

Actuarial Valuation progress will be provided by considering reports submitted to the the Pension Committee

|

|