

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

Introductory Matters
Welcome/Apologies, Disclosure of interests, Minutes of Previous Meeting, Urgent business, date of next business, exclusion of press and public
Chair's report on the appraisal of the Pension Board and terms of reference
Work Plan for next financial year
Progress on workplan
Feedback from Board members on attendance at training events and conferences
Annual Review of Member Training Records
Reports considered by the recent Pension Fund Committee
Update on regulatory changes
LPP Administration Transformation Plan and progress updates

Key Policy Documents
Terms of reference for Board (Annual Review)
Termination Policy (Annual Review)
Governance Policy Statement (Annual Review)
Pensions Administration Strategy Statement (Annual Review)
Investment Strategy Statement – consideration of investment on non financial grounds
Administration Performance Report (Annual Review)
UK Stewardship Code Compliance (Annual Review)
Review of scheme risk register (bi-annual)
Communications Policy Statement
Funding Strategy Statement
High level scrutiny of LPP (annual review)
Performance
Monitoring of KPIs for administration, complaints, governance and investments
Pension Fund Administration Service Quality of Service Report
Data quality
Data breaches update

Meeting Date			
30-Apr-19	09-Jul-19	15-Oct-19	14-Jan-20
Y	Y	Y	Y
Y			Y
			Y
Y	Y	Y	Y
Y	Y	Y	Y
	Y		
Y	Y	Y	Y
Y	Y	Y	Y
Y	Y	Y	Y

			Y
Y			
Y			Y
Y			Y
			Y
	Y		
	Y		
Y		Y	
	Y		
			Y
			Y

Y	Y	Y	Y
	Y		
Y	Y	Y	Y

Financial Monitoring
Review the pension fund budget with particular regard to the following areas:
a)Cost savings
b)Productivity gain
c)Risk reduction
d)Service improvement
e)Performance
Breaches reported to Pension Fund Committee since last meeting
Contributions monitoring and breaches

Y			
Y			
Y			
Y			
Y			
Y	Y	Y	Y
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
Assistance with communication to employers and members as arising out of regulations and current issues.
Results of regulator survey
Review of the board effectiveness
Review of :
a)compliance with COP14.

Y	Y	Y	Y
Y	Y	Y	Y
		Y	
		Y	
			Y

Advance Work Plan - Triennial review
Funding Strategy Statement
Actuarial Report
Communications Policy Statement
Monitor employer and administrating authority discretions
Actuarial Valuation
Investment Strategy Statement
Pensions Administration Statement

2020/21	2021/22	2022/23	Beyond
		Y	
Y			
		Y	
Y			2023/24
		Y	
		Y	
Y			2023/24

Note

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

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