

Lancashire Local Pensions Board - Work programme 2018/19

| Meeting Date | | | | |
|--------------|-----------|-----------|-----------|--------|
| 16-Jan-18 | 24-Apr-18 | 03-Jul-18 | 16-Oct-18 | Jan-19 |
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| Introductory Matters |
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| 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 review 2017 workplan create 2018 |
| 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 |
| Governance Structure |
| LPP Administration Transformation Plan |
| Review of induction pack for new Board members |

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| Key Policy Documents |
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| 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) |
| Policies update to go to PF Dec 2018 |
| Regulatory changes update |
| Review RI policy WG recommendation |
| Review of scheme risk register (bi-annual) |
| Consider PWC's Risk Assurance Map and LPP internal report |
| High level scrutiny of LPP (annual review) |

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| Performance |
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| Monitoring of KPIs for administration, complaints, governance and investments |
| Pension Fund Administration Service Quality of Service Report |
| Data quality |

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| Financial Monitoring |
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| Annual monitoring of investment costs including custodian and transaction costs |
| Review and approve 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 |

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| Communications and updates to employers and members |
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| 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. |
| Compliance of employers with their statutory duty under the Scheme. |
| Results of regulator survey |
| Review of the board effectiveness |
| Review of : |
| a)compliance with COP14. |
| b)fraud control within the LCPF |
| c)the current Discretions Policy for the LCPF |

| 2019/20 | 2020/21 | 2021/22 | 2022/23 | Beyond |
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| Advance Work Plan - Triennial review |
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| Funding Strategy Statement |
| Actuarial Report |
| Communications Policy Statement |
| Monitor employer and administrating authority discretions |
| Actuarial Valuation |
| Investment Strategy Statement |
| Pensions Administration Statement |