

## Lancashire Local Pension Board – 2020/21 Work Plan

	21 Apr 2020	14 July 2020	13 Oct 2020	19 Jan 2021	20 Apr 2021
<b>Standard</b>					
Welcome and Apologies, Declaration of Interests, Urgent business, Exclusion of press/public, Date of the next meeting of the LLPB.	Y	Y	Y	Y	Y
Minutes of the previous meeting of the LLPB	Y	Y	Y	Y	Y
Report - Regulatory changes update	Y	Y	Y	Y	Y
Report - Feedback from Board members on conferences/events and other training received.	Y	Y	Y	Y	Y
Report - Part I/II Reports considered by the recent Pension Fund Committee.	Y	Y	Y	Y	Y
<b>Governance</b>					
Report – Annual Review of the effectiveness of the LLPB - conclusions of the Chair and draft LLPB Annual Report for the previous year.	Y				Y
Report - LLPB Members Training Record – review	Y				Y
Report – Work Plan - update on progress regarding the current LLPB work plan	Y				Y
Report - Constitution, Membership and Terms of Reference of the LLPB		Y			
Report - Local Pension Partnership Pensions Administration Service Update		Y		Y	
Report - The Pension Regulator survey results			Y		
Activity - Annual Review of LLPB effectiveness (Chairs 1 to 1 meetings with members)				Y	
Report - Compliance with COP:14 – review				Y	
Report - Work plan – approval of the LLPB work plan for the following year (send to PFC)				Y	
Report - Terms of Reference of the Board – annual review				Y	
Report - Assurance that Board has fulfilled the broader remit of scrutiny of LCPF	Y				Y
<b>Key Policy documents</b>					
Report - Risk Register – 6 month review	Y		Y		Y
Report - Administration Performance 2019/20		Y			
Report - UK Stewardship Code Compliance		Y			
Report - Governance Policy Statement				Y	
Report - Pension Administration Strategy Statement				Y	
<b>Performance</b>					
Report – Summary of appeals under the internal dispute resolution procedures	Y	Y	Y	Y	Y
Activity - Monitoring of KPIs for admin, complaints, governance, investments (via PFC reports).	Y	Y	Y	Y	Y
Report - Pension Fund Administration Service - Quality of Service Report		Y			
Report - Data Quality			Y		
<b>Actuarial Valuation</b>					
Report - Actuarial Valuation	Y				
<b>Financial Monitoring</b>					
Report - Contributions monitoring and data breaches (quarterly reporting)	Y	Y	Y	Y	Y
Report - LCPF budget review (with particular regard to cost savings, productivity gain, risk reduction, service improvement and performance).	Y				Y
<b>Communications and updates to employers and members</b>					
Activity - Formal reports and internal/external reports	Y	Y	Y	Y	Y
Activity - Assistance with communication to employers/members arising out of regulations and current issues	Y	Y	Y	Y	Y

<b>ADVANCE WORK PLAN – TRIENNIAL REVIEW</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Responsible investment Statement	Y		
Admission and Terminations Policy	Y		
Death Grant Policy	Y		
Funding Strategy Statement		Y	
Stewardship Code compliance		Y	
Communications Policy		Y	
Actuarial Valuation		Y	
Investment Strategy Statement		Y	
Discretion Policy		Y	
Bulk Transfer payment policy		Y	
Governance Policy Statement			Y
Monitor employer and administering authority discretions			Y
Transfer Policy			Y
Abatement policy			Y
Pension Administration Statement			Y