

## Lancashire Local Pension Board – 2021/22 Annual Work Plan

The pension work plan sets out the order of matters the Pension Board will review in the financial year. The work plan has been arranged into two sections an annual work plan reflecting reports presented on a quarterly basis as well as a three year work plan to reflect the frequency of policies which are refreshed every three years. The order of presentation of the agenda is as reflected below.

Agenda	19 Jan 2021	20 Apr 2021	6 Jul 2021	19 Oct 2021	18 Jan 2022
<b>Standing Items</b>					
Welcome and Apologies, Declaration of Interests, Urgent business, Exclusion of press/public, Date of the next meeting of the LLPB.					
Minutes of the previous meeting of the LLPB					
Feedback from Board members on conferences/events and other training received					
Part I/II Reports considered by the recent Pension Fund Committee					
Regulatory changes update report					
<b>Governance</b>					
Quarterly risk register report	Y	Y	Y	Y	Y
Report update on progress of the current LLPB work plan	Y	Y	Y	Y	Y
Interim update to the Admissions and Termination Policy	Y	Y	Y	Y	Y
LLPB Members Training Record		Y			
Annual compliance report with the Pension Regulator's Code of Practice 14	Y				
Update of Constitution, Membership and Terms of Reference of the LLPB	Y				
Annual Review of the effectiveness of the LLPB - conclusions of the Chair and draft LLPB Annual Report for the previous year.		Y			
Approval of the annual LLPB work plan for the following year (send to PFC)		Y			
Communications plan update report		Y	Y	Y	Y
Annual report on the results of the pension regulator's survey				Y	

<b>Agenda</b>	<b>19 Jan 2021</b>	<b>20 Apr 2021</b>	<b>6 Jul 2021</b>	<b>19 Oct 2021</b>	<b>18 Jan 2022</b>
Review the PFC report on UK Stewardship Code Compliance			Y		
Annual report on Cyber Security				Y	
<b>Administration Performance</b>					
LPPA Pensions Administration Service Update	Y	Y	Y	Y	Y
Monitoring update on KPIs for admin, complaints, governance, investments.	Y	Y	Y	Y	Y
Summary report of appeals under the internal dispute resolution procedures	Y	Y	Y	Y	Y
Annual report on LPPA administration performance, data quality and data scores			Y		
LPPA Audit Assurance Report		Y			
<b>Pensions Administration Financial Monitoring</b>					
Contributions monitoring and data breaches (quarterly reporting)	Y	Y	Y	Y	Y
LCPF budget and cost per member review (with particular regard to cost savings, productivity gain, risk reduction, service improvement and performance).		Y			
<b>Lancashire Pension Fund Policies</b>					
Actuarial Valuation					
Policy - Funding Strategy Statement					
Policy - Pension Administration Strategy Statement	Y				
Policy - Admissions & Termination Statement			Y		
Policy - Communications Policy Statement					
Policy - Employer & Administering Authority Discretions					
Policy - Governance Policy Statement	Y				
Policy - Death Policy					Y
Policy - Transfers including Bulk Transfers					
Policy - Abatement Policy					

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<b>Lancashire Pension Fund Policies</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
Actuarial Valuation		Y		
Policy - Funding Strategy Statement		Y		
Policy - Pension Administration Strategy Statement	Y			Y
Policy - Admissions & Termination Statement	Y			Y
Policy - Communications Policy Statement		Y		
Policy - Employer & Administering Authority Discretions			Y	
Policy - Governance Policy Statement	Y			Y
Policy - Death Policy	Y			Y
Policy - Transfers including Bulk Transfers		Y		
Policy - Abatement Policy			Y	