

# **PENSIONS BOARD**

## **Revised Work Plan**

**2021/22**

Date of Meeting	Title of Report	In-line with PB Terms of Reference (no.)	Responsible Officer
<b>June 2021</b>	Received, Note/Review Pensions Committee Meetings agenda (reports & minutes)	55a	Finance Manager (Pension & Treasury)
	Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators	55c & 56b	Pensions Manager
	Review of The Pensions Regulator Code of Practice	55a-55e	Finance Manager (Pension & Treasury)
	Engagement and Voting Update	56j	Finance Manager (Pension & Treasury)
	Review of The Pensions Regulator Code of Practice	55a-55e	Finance Manager (Pension & Treasury)/Pensions Manager
	Review of Training and Development Policy and Member Training Needs Analysis	55j	Finance Manager (Pension & Treasury)
	Review Pension Fund Work Plan for 2021/22	55i & 55j	Finance Manager (Pension & Treasury)
	Other Ad-hoc items for consideration		Various
<b>September 2021</b>	Received and Review Pensions Committee Meetings agenda (reports & minutes)	55a	Finance Manager (Pension & Treasury)
	Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators	55c & 56b	Pensions Manager
	Review the process of actuarial valuations	56h	Finance Manager (Pension & Treasury)
	Review of Pensions Administration Strategy	55e & 55i	Pensions Manager
	Review of Responsible Investment Policy and Investment Strategy Statement	55d & 55i	Finance Manager (Pension & Treasury)
	Review of Funding Strategy Statement	55d & 55i	Finance Manager (Pension & Treasury)

Date of Meeting	Title of Report	In-line with PB Terms of Reference (no.)	Responsible Officer
	Receive Final Account and Fund Annual Report for 2019/2020 and External Audit Reports	55l, 55m & 56e	Finance Manager (Pension & Treasury)
	Review of Governance Compliance Statement	55d, 55e & 56g	Finance Manager (Pension & Treasury)
	Update on Pension Administration Risk Register	56f	Pensions Manager
	Receive Draft Account and Fund Annual Report for 2020/2021	55l, 55m & 56e	Finance Manager (Pension & Treasury)
	Update Report on Implementation of the McCloud Ruling, Data Improvement and Annual Benefit Statement (ABS)	55d, 55e & 56g	Pensions Manager
	Update on Section 13 GAD Report	55a-55e	Finance Manager (Pension & Treasury)
	Other Ad-hoc items for consideration		Various
<b>December 2021</b>	Received, Note/Review Pensions Committee Meetings agenda (reports & minutes)	55a	Finance Manager (Pension & Treasury)
	Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators	55c & 56b	Pensions Manager
	Review of Communications Policy Statement	55e & 55i	Pensions Manager
	Review of The Pensions Regulator Code of Practice	55a-55e	Finance Manager (Pension & Treasury)/Pensions Manager
	Engagement and Voting Update	56j	Finance Manager (Pension & Treasury)
	Monitor Internal and External Audit Reports	56e & 55i	Finance Manager (Pension & Treasury)

Date of Meeting	Title of Report	In-line with PB Terms of Reference (no.)	Responsible Officer
	Review the process of actuarial valuations	56h	Finance Manager (Pension & Treasury)
	Review of Risk Management Policy and Risk Register	56f	Finance Manager (Pension & Treasury)
	Review of Conflicts of Interest Policy	56f	Finance Manager (Pension & Treasury)
	Other Ad-hoc items for consideration		Various
<b>March 2022</b>	Received, Note/Review Pensions Committee Meetings agenda (reports & minutes)	55a	Finance Manager (Pension & Treasury)
	Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators	55c & 56b	Pensions Manager
	Review of Customer Services Survey	56a	Pensions Manager
	Update on Pension Administration Risk Register	56f	Pensions Manager
	Review the Performance and Contracts of Service Providers to the Fund	56c	Finance Manager (Pension & Treasury)
	Receive Internal and External Audit Reports	51e & 50i	Finance Manager (Pension & Treasury)
	Review of Training and Development Policy and Member Training Needs Analysis	55j	Finance Manager (Pension & Treasury)
	Review of Reporting Breaches Procedure	56f	Finance Manager (Pension & Treasury)
	Receive Pension Fund Work Plan for 2022/23	55i & 55j	Finance Manager (Pension & Treasury)
	Other Ad-hoc items for consideration		Various