

# **PENSIONS BOARD**

## **Work Plan**

**2017/18**

| Date of Meeting | Title of Report  | In-line with PB Terms of Reference (no.) | Responsible Officer                            |
|-----------------|--|--|--|
| June 2017       | Received, Note/Review Pensions Committee Meetings agenda (reports & minutes)           | 54a                                      | Investment & Treasury Manager                  |
|                 | Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators | 55b                                      | Pensions Manager                               |
|                 | Review of The Pensions Regulator Code of Practice                                      | 54a-54e                                  | Investment & Treasury Manager/Pensions Manager |
|                 | Review of Risk Management Policy and Risk Register                                     | 55f                                      | Investment & Treasury Manager                  |
|                 | Review of Pensions Administration Policy   | 54f & 54g                                | Pensions Manager                               |
|                 | Review of Funding Strategy Statement   | 54j & 54h                                | Investment & Treasury Manager                  |
|                 | Review of Investment Strategy Statement  | 54j & 54h                                | Investment & Treasury Manager                  |
| September 2017  | Received and Review Pensions Committee Meetings agenda (reports & minutes)             | 54a                                      | Investment & Treasury Manager                  |
|                 | Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators | 55b                                      | Pensions Manager                               |
|                 | Review Draft Account and Fund Annual Report  | 54j & 54m                                | Investment & Treasury Manager                  |
|                 | Review of Governance Compliance Statement  | 54e & 54j                                | Investment & Treasury Manager                  |
|                 | Review of Communications Policy Statement  | 54d & 54j                                | Pensions Manager                               |
|                 | Other Ad-hoc items for consideration   |  | Various  |

|               |  |           |  |
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| November 2017 | Received, Note/Review Pensions Committee Meetings agenda (reports & minutes)           | 54a       | Investment & Treasury Manager                  |
|               | Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators | 55b & 54c | Pensions Manager                               |
|               | Review of Communications Policy Statement  | 54d & 54j | Pensions Manager                               |
|               | Review of The Pensions Regulator Code of Practice                                      | 54a-54e   | Investment & Treasury Manager/Pensions Manager |
|               | Review Asset Voting, Engagement Processes & Compliance with the UK Stewardship Code    | 55j       | Investment & Treasury Manager                  |
|               | Review of Risk Management Policy and Risk Register                                     | 55f       | Investment & Treasury Manager                  |
|               | Monitor Internal and External Audit Reports  | 55e & 54i | Investment & Treasury Manager                  |
|               | Review the outcome of actuarial reporting and valuations                               | 55h       | Investment & Treasury Manager                  |
| March 2018    | Received, Note/Review Pensions Committee Meetings agenda (reports & minutes)           | 54a       | Investment & Treasury Manager                  |
|               | Quarterly Monitoring Report of Pension Administration Performance Targets & Indicators | 55b       | Pensions Manager                               |
|               | Review of Customer Services Survey   | 55a       | Pensions Manager                               |
|               | Monitoring Report of Investments Costs   | 55d       | Investment & Treasury Manager                  |
|               | Review the Performance and Contracts of Service Providers to the Fund                  | 55c       | Investment & Treasury Manager                  |
|               | Member Training - Training Needs Analysis  | 54i       | Investment & Treasury Manager                  |
|               | Pension Fund Work Plan 2018/19   |           | Investment & Treasury Manager                  |
|               | Other Ad-hoc items for consideration   |           | Various  |