

North Yorkshire County Council

Pension Board

24 January 2019

Work Programme

1.0 Purpose of the Report

To detail the areas of planned work by the Pension Board

2.0 Future Activity

Previous reports to the Board have set out a number of areas that could be identified as potential priority areas of work for Board Members to provide scoping reports to subsequent meetings.

It is expected that progress updates, on the previously identified project areas, highlighted below, will have been considered at today's meeting:-

1. **Management, administration and governance process and procedure.**
2. **Development of improved customer services.**
3. **Scheme Member and employer communications.**

Resources will be made available, via relevant Officers, to assist Board Members with their approach to the development of issues.

Members are asked to consider further areas, highlighted in the work programme (**Appendix 1**), in which they would like to undertake in-depth consideration, and provide scoping reports to future meetings, in relation to the development of any issues.

3.0 Meeting Dates

The dates for ordinary meetings of the Pension Board, until the end of the 2019/20 Municipal Year, are as follows:-

All Thursdays at 10am

11 April 2019

18 July 2019

3 October 2019 (date changed from 10 October to avoid clash with BCPP Conference)

16 January 2020

9 April 2020

4.0 Recommendations

That members:

- i) Review and agree any updates to the Work Plan (as set out in Appendix 1);
- ii) Consider further subject areas for taking topics forward, consider leading on these, and providing a short scoping report to future meetings;

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| <ul style="list-style-type: none">iii) Consider and request (via the Clerk) supporting resources which may be required to take the reviews forward.iv) Note the dates of ordinary meetings as detailed. |
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Barry Khan
Assistant Chief Executive (Legal and Democratic Services)
County Hall
Northallerton

Background Papers - None

PENSION BOARD WORK PLAN

APPENDIX 1

		18-Jan-18	12-Apr-18	19-Jul-18	11-Oct-18	24-Jan-19	11-Apr-19	
1	Agree plan for the year	✓				✓		
2	Review Terms of Reference	✓				✓		
3	Review performance against the plan	✓	✓	✓	✓	✓	✓	
4	Report to the PFC / NYCC	✓	✓	✓	✓	✓	✓	
5	Report to Scheme Advisory Board / MHCLG		✓	✓				

Compliance checks

6	Review the compliance of scheme employers							
7	Review such documentation as is required by the Regulations						✓	
8	Review the outcome of internal audit reports	✓	✓	✓	✓	✓	✓	
9	Review the outcome of external audit reports				✓			
10	Review annual report			✓				
11	Review the compliance of particular issues on request of the PFC – as required							
12	Review the outcome of actuarial reporting and valuations – every three years							
13	Assist with compliance with the UK Stewardship Code	✓						

Administration procedures and performance

14	Review and assist with admin/governance procedures/processes-including monitoring performance admin/governance	✓	✓	✓	✓	✓	✓	
15	Review the Internal Dispute Resolution Process							
16	Review cases referred to the Pensions Ombudsman						✓	
17	Review the exercise of employer and administering authority discretions			✓				
18	Assist with the development of improved customer services							
19	Review processes for the appointment of advisors and suppliers							
20	Review the risk register and management of risk processes and procedure	✓		✓		✓		
21	Assist with the development of improved structures and policies							
22	Assist in assessing process improvements on request of PFC							
23	Pooling arrangements and governance	✓	✓	✓	✓	✓	✓	

Communications

24	Review scheme member and employer communications							

Training

25	Review Pension Board knowledge and skills self-assessment		✓	✓		✓		
26	Review training log	✓	✓	✓	✓	✓	✓	
27	Review training arrangements for the Board and other groups	✓	✓	✓	✓	✓	✓	