

**North Yorkshire County Council****Pension Board****29 October 2020****Work Programme****1.0 Purpose of the Report**

To detail the areas of planned work by the Pension Board

**2.0 Future Activity**

A number of scheduled Meetings have been lost this year due to the COVID 19 restrictions and the Work Programme has been affected. With virtual formal meetings now in place every effort will be made to catch up with any details that may have been missed, with the Work programme altered accordingly.

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. At the previous meeting it was suggested that consideration be given as to how to progress project work more effectively before undertaking any further projects. Further consideration will be given to this matter, going forward.

Resources would be made available, via relevant Officers, to assist Board Members with their approach to the development of projects subsequently identified.

**3.0 Meeting Dates**

The dates for ordinary Meetings of the Pension Board for the 2020/21 Municipal Year are as follows:-

All Thursdays at 10am

14<sup>th</sup> January 2021

8<sup>th</sup> April 2021

**4.0 Recommendations**

That members:

- i) Review and agree any updates to the Work Plan (as set out in Appendix 1);
- ii) Note the dates of ordinary meetings as detailed.

Barry Khan  
Assistant Chief Executive (Legal and Democratic Services)  
County Hall  
Northallerton

Background Papers - None

## PENSION BOARD WORK PLAN

APPENDIX 1

		16-Jan-20	Cancelled	Cancelled	29-Oct-20	14-Jan-21	08-Apr-21
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 such documentation as is required by the Regulations			✓			✓
7	Review the outcome of internal audit reports	✓	✓	✓	✓	✓	✓
8	Review the outcome of external audit reports				✓		
9	Review Pension Board Annual Report			✓			
10	Review the compliance of particular issues on request of the PFC – as required						
11	Review the process and note the outcome of actuarial reporting and valuations – every three years	✓	✓				

### Administration procedures, performance and Communication

12	Review and assist with admin/governance procedures/processes-including monitoring performance admin/governance and employers	✓	✓	✓	✓	✓	✓
13	Annual review of the Internal Dispute Resolution Process, Policy and cases			✓			
14	Annual review of cases referred to the Pensions Ombudsman			✓			
15	Review the exercise of employer and administering authority discretions			✓			
16	Assist with the development of improved customer services						
17	Review the risk register and management of risk processes and procedure	✓		✓		✓	
18	Assist in assessing process improvements on request of PFC						
19	Pooling – governance, reporting and transparency (Within the Investment Strategy Review report)	✓	✓	✓	✓	✓	✓
20	Review scheme member and employer communications						

### Training

21	Review Pension Board knowledge and skills self-assessment		✓	✓		✓	
22	Review training log	✓	✓	✓	✓	✓	✓
23	Review training arrangements for the Board and other groups	✓	✓	✓	✓	✓	✓