

Date: 29 September 2016



**SOUTH YORKSHIRE
LOCAL PENSION BOARD**

To: MEMBERS OF THE SOUTH YORKSHIRE JOINT
LOCAL PENSION BOARD

18 Regent Street
Barnsley
South Yorkshire
S70 2HG

www.southyorks.gov.uk

This matter is being dealt with by: Gill Richards

Direct Line: 01226 772806

Email: grichards@syjs.gov.uk

Dear Member

SOUTH YORKSHIRE JOINT LOCAL PENSION BOARD
Thursday 6 October 2016

A meeting of the South Yorkshire Joint Local Pension Board will be held at 12.00 pm on Thursday 6th October, 2016 at the offices of the South Yorkshire Pensions Authority, 18 Regent Street, Barnsley, S70 2HG.

Car parking will be available at the rear of the building.

The agenda is attached.

Yours sincerely

D Terris
Clerk

Encs

Distribution: Glyn Boyington (Chair), Geoff Berrett, Steve Carnell, Cllr Tony Corden, Cllr Ben Curran, Nicola Doolan, Kevin Morgan, Susan Ross, Jill Thompson (Vice-Chair) and Gary Warwick.

Terms of Reference

1. Administration

- 1.1 Monitor and review the performance of Scheme administration including suggesting any changes to Service Level Agreements.
- 1.2 Monitor, review and report on the receipt of contributions.
- 1.3 Monitor investment manager reports.
- 1.4 Review the format, timing and source of management information presented to the Board.

2. Auditors

- 2.1 Monitor and review the appointment and performance of the auditors.
- 2.2 Monitor and review the Annual Report and accounts.
- 2.3 Review the recommendations produced by audit and give consideration to what action should be taken and make recommendations to the Scheme Manager as appropriate.
- 2.4 Monitor and Review the Work Programmes for the Pensions Authority and its Boards and the South Yorkshire Passenger Transport Pension Fund Committee.

3. Internal Controls and Risk Register

- 3.1 Monitor and review the Authority's Risk Register.
- 3.2 Monitor internal controls and procedures of the Pensions Authority.

4. Communications

- 4.1 Monitor and make recommendations as appropriate on:-
 - The information available on the SYPA internet site
 - The information provided to Scheme members on leaving, retirement etc.
- 4.2 Produce an Annual Report upon its activities to be submitted to the Pensions Authority.
- 4.3 Produce reports and make recommendations to the Pensions Authority that relate to the work of the LPB. Any reports must be provided at least ten working days in advance of the next Pensions Authority meeting.

5. Monitoring and the Exercising of Discretions

- 5.1 Monitor the validity of any discretions made by the employers/Administering Authority.

6. Budgets

- 6.1 Agree a yearly budget for the operation of the Local Pension Board and submit to the Authority for approval.
- 6.2 Monitor the level of fees against the annual budget set for the Pensions Board.

SOUTH YORKSHIRE JOINT LOCAL PENSION BOARD

THURSDAY 6 OCTOBER 2016 AT 12.00 PM

AGENDA

	Item	Page
1	Welcome and Apologies	
2	Declarations of Interest	
3	Minutes of the Meeting held on 20 July 2016 and Matters Arising	1 - 8
4	Work Programme	9 - 12
5	Issues for Consideration as a Result of Authority Meetings	Verbal Report
6	Investment Pooling Update	Verbal Report
7	LPB Budget Monitoring - Expenditure Q1	13 - 14
8	Insurance Indemnity	Verbal Report
9	Risk Management Update	Verbal Report
10	Work Programmes Work programmes of the Authority, Corporate Planning & Governance Board, Investment Board and Passenger Transport Pension Fund Committee for members' comments and observations.	15 - 24
11	SYPF Annual Fund Meeting	25 - 26

	Item	Page
12	Review of Annual Report	27 - 38
13	LPB Terms of Reference	39 - 40