South Yorkshire Local Pension Board Terms of Reference

1   Administration

    1.1   Monitor and review the performance of Scheme administration including suggesting any changes to the Pensions Administration Strategy.

    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.

3   Internal Controls and Risk Register

    3.1   Monitor and review the Authority's Risk Register.

    3.2   Monitor the 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   Budgets

    5.1   Agree a yearly budget for the operation of the Local Pension Board and submit to the Authority for approval.

    5.2   Monitor the level of fees against the annual budget set for the Pensions Board.