

## South Yorkshire Local Pension Board Work Programme

Terms of Reference Area	Jan	March	June	Oct	Author
<b><u>Board Arrangements</u></b>					
Board Work Programme	x	x	x	x	GR
Cycle of Board Meetings		x			GR
Board's Annual Report			x		MM/GR
LPB Budget Monitoring	x	x	x	x	BC
Minutes of Previous Meeting/Matters Arising	x	x	x	x	GR
Annual Review of Constitution & ToR			x		MM/GR
Learning & Development					MM/GR
<b><u>Administration</u></b>					
Employers Performance			x		GC
Pensions Administration Performance			x		GC
Review of Administration Strategy	x		x		GC
Pooling Update	x	x	x	x	Various
Annual Governance Statement & Accounts			x		MM/GR
Authority and Board Work Programmes				x	FB
SYP Annual Fund Meeting		x		x	GC
Employers Forum Survey		x			GC
Review of Annual Report & Accounts			x		GR
Treasury Management					TBC
Budget Monitoring			x		TBC
GDPR Update	x	x			GC
Breach Reporting Log			x	x	GC
Complaints and Compliments				x	
<b><u>Auditors</u></b>					
Internal Audit Update (incl. recommendations)		x			RW
Internal Audit Annual Report			x		RW
External Audit Annual Governance Report			x		
External Audit Annual Audit Letter					
<b><u>Risk Management</u></b>					
Annual Review of Risk Management			x		AH
Risk Register	x	x	x	x	AH
<b><u>Communications</u></b>					
Information of the SYPA Website			x		GR
Information provided on retirement, leaving etc.			x		GR

Topical issues & requests from LPB members will be added where necessary.

Updated 06.03.18