

Date: 06 February 2024



To: MEMBERS OF THE SOUTH YORKSHIRE  
LOCAL PENSION BOARD

Oakwell House  
2 Beevor Court  
Pontefract Road  
Barnsley  
S71 1HG

[www.sypensions.org.uk](http://www.sypensions.org.uk)

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Dear Member

**SOUTH YORKSHIRE LOCAL PENSION BOARD**  
**Thursday, 15 February 2024**

A meeting of the South Yorkshire Local Pension Board will be held at **Oakwell House, 2 Beevor Court, Pontefract Road, Barnsley, S71 1HG on Thursday, 15th February, 2024 at 10.00 am.**

The agenda is attached.

Yours sincerely



Sarah Norman  
Clerk

**WEBCASTING NOTICE**

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**Distribution:** Riaz Nurennabi (Chair), Nicola Doolan-Hamer, Danny Gawthorpe, Andrew Gregory, Nicola Gregory, Cllr Emma Hoddinott, Cllr Ken Richardson, Garry Warwick and David Webster

## **Terms of Reference**

### **1. Compliance and Control**

- 1.1 To review administrative governance and risk management processes and procedures in order to ensure they remain compliant with the Regulations and Regulators Code of Practice.
- 1.2 To assist with the development and review the implementation of the Authority's various policy documents and procedures.
- 1.3 To review the actions taken in response from internal and external review agencies (such as Internal and External Audit and the Pensions Ombudsman).

### **2. Administration**

- 2.1 To monitor and review the performance of the Scheme administration from the scheme members' and employers' perspective including making any recommendations for changes to the Pensions Administration Strategy.
- 2.2 Assess the quality of service provided by the Pensions Administration Service and identify any areas for improvement.

### **3. Communications**

- 3.1 To monitor and make recommendations as appropriate on the means and content of communication with scheme members and employers.
- 3.2 To produce an Annual Report upon the Board's activities to be submitted to the Pensions Authority.

### **4. Budget**

- 4.1 To agree an annual budget for the operation of the Local Pension Board and submit it to the Authority for approval.

### **5. Reporting**

- 5.1 To make such recommendations to the Authority with regard to the matters set out in these Terms of Reference as it sees fit.

# SOUTH YORKSHIRE LOCAL PENSION BOARD

THURSDAY, 15 FEBRUARY 2024 AT 10.00 AM, OAKWELL HOUSE, 2 BEEVOR COURT, PONTEFRACT ROAD, BARNSELY, S71 1HG

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