

Date: 31 July 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)

This matter is being dealt with by: Governance Team: 01226 666448  
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Dear Member

**SOUTH YORKSHIRE LOCAL PENSION BOARD**  
**Thursday, 8 August 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, 8th August, 2024 at 10.00 am.**

The agenda is attached.

Yours sincerely

Sarah Norman  
Clerk

**WEBCASTING NOTICE**

**This meeting may be filmed for live or subsequent broadcast via the Authority's website. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed.**

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**Distribution:** Riaz Nurennabi (Chair), David Webster, Cllr Linda Beresford, Cllr Ken Richardson, Martin Badger, Sheldon McClure, Andrew Gregory, Nicola Gregory, Neil Mason and Debbie Carrington.

## **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, 8 AUGUST 2024 AT 10.00 AM, OAKWELL HOUSE, 2 BEEVOR COURT,  
PONTEFRACT ROAD, BARNSELY, S71 1HG

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