

PENSION BOARD – PROPOSED WORKSTREAMS

	Workstream	Progress	Report to Pension Board		
			Previous	Today	Future
GOVERNANCE					
G1	Establish the Pension Board	Completed	July 2015	-	-
G2	Code of Practice	Circulated and discussed at the January 2016 meeting - Completed	January 2016	-	-
G3	Training	Ongoing with initial training completed July/August 2015 and further training in April 2016 and March 2017 LGA training September 2017	July 2015, June 2016 and January, July 2017	January 2018	Ongoing
G4	Knowledge	Knowledge matrix as a basis on which to identify Pension Board Members' knowledge gaps circulated at January and June 2016 meetings and at April 2016 Pension Board Training	January and June 2016 and January 2017	-	Ongoing
G5A	Complaints	Flowchart for the current complaints procedure for the FFPS circulated and discussed at January 2016 meeting - Completed	January 2016	-	-
G5B	Summary of Complaints received	Complaints received in 2015/16 circulated. No complaints in 2016/17 or 2017/18 to date	June 2016 and January, July 2017	January 2018	Each Pension Board
G6	Risk Register	The Risk Register is updated on an ongoing basis.	June 2016 and January, July 2017	January 2018	Each Pension Board
ADMINISTRATION					
A1	KPIs and Benchmarking, SLAs	KPIs are reported monthly.	January, July 2017	January 2018	Each Pension Board
A2	Costs per member and number of scheme members	Reported to January 2016 Board and each Board thereafter	January and June 2016 and January, July 2017	January 2018	Each Pension Board
A3	Data for CARE and data quality	The recent move to the new ERYC payroll system has facilitated the production of this information by 31 March 2016 - Completed	June 2016	-	-
A4	Pension expenditure	Compiled as part of the Annual Accounts which have now been signed-off	June 2016 July 2017	-	June 2018
COMMUNICATION					
C1	By Scheme	Latest publication presented to January 2016 meeting	January 2016 and January, July 2017	-	When published
C2	By the Service	Latest publication presented to January 2016 meeting	January 2016	-	When published
C3	Benefit Statements	Issued week commencing 19 December 2016 and August 2017	January 2017	-	-
C4	Calculators	Circulated at the April 2016 Pension Board Training and now on the Authority's website - Completed	April 2016 Pension Board Training	-	-

