

**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	January 2016		
G3	Training	Ongoing with initial training completed July/August 2015 and further training in April 2016	July 2015 and April 2016		November 2016
G4	Knowledge	Knowledge matrix as a basis on which to identify Pension Board Members' knowledge gaps circulated at January 2016 meeting and at April 2016 Pension Board Training	January 2016	June 2016 Appendix 1B	Each Pension Board
G5A	Complaints	Flowchart for the current complaints procedure for the FFPS circulated and discussed at January 2016 meeting	January 2016		
G5B	Summary of Complaints received	Complaints received in 2015/16 circulated		June 2016 Appendix 1C	Each Pension Board
G6	Risk Register	A risk register has been developed and will be updated on an ongoing basis		June 2016 Appendix 1D	Each Pension Board
ADMINISTRATION					
A1	KPIs and Benchmarking, SLAs	Work is ongoing with the Service's FFPS Administrator and will be reported to the January 2017 meeting			January 2017
A2	Costs per member and number of scheme members	Reported to January 2016 Board and each Board thereafter	January 2016	June 2016 Appendix 1E	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		June 2016 Appendix 1F	
A4	Pension expenditure	Compiled as part of the 2015/16 Annual Accounts		June 2016 Item 8.2 on this agenda	
COMMUNICATION					
C1	By Scheme	Latest publication presented to January 2016 meeting	January 2016		When published
C2	By the Service	Latest publication presented to January 2016 meeting	January 2016		When published
C3	Benefit Statements	Work is ongoing in this area and will be reported to the January 2017 Board			January 2017
C4	Calculators	Circulated at the April 2016 Pension Board Training and now on the Authority's website	April 2016 Pension Board Training		

