

**Powys Pensions Board
Work Programme 2016/19**

Start	Subject	Summary Description	Target End
Each Board until completion	End of Contracting Out (GMP Reconciliation)	To receive and note regular updates on progress and to make recommendations as required	Spring 2018
Each Board	Risk Register	To monitor the risks identified and to make recommendations in relation to amendments required and new risks identified from time to time.	Ongoing
Each Board	Training and Development	To receive and make recommendations in relation to the training and development of Board members.	Ongoing
Each Board	Wales Pension Partnership	To receive and note regular updates on progress and to make recommendations as required.	Ongoing
Each Board	Breaches of the Law	To receive, monitor and recommend as required, recordable breaches of the law.	Ongoing
December 2016	Audit – Pensions Administration	To receive and review a report from the Council's Internal Audit Service on pension scheme administration	Final report awaited October 2017
January 2017	Pension Fund Cahflow	To receive and review a report in relation to the Fund's cashflow position at 30 th November 2016.	January 2017 – completed 06.01.2017
January 2017	Valuation Results	Receive results from Pension Fund actuary	January 2017 –

			completed 06.01.2017
January 2017	Unauthorised Payments	To review the processes and procedures used in relation to unauthorised payments.	January 2017 – completed 10.03.2017
January 2017	The Pensions Regulator Code of Practice 14	To review the Fund's procedures against the requirements of the Code.	January 2017 - ongoing
April 2017	Annual Board Report	To draft and agree the Board's annual report for inclusion in the Pension Fund Annual Report & Accounts.	30 th June 2017 - completed
June 2017	Audit – Pension Fund Investment (Follow-up to 2016 investment audit report)	To receive and review a report from the Council's Internal Audit Service on pension fund investment administration	June 2017 – final report awaited October 2017
Autumn 2017	Pension Fund Annual Report & Accounts	To receive the Fund's audited and approved Annual Report & Accounts	Autumn 2017 – on next Board agenda
Winter 2017	Governance Policy & Compliance Statement	To receive the Fund's reviewed Governance Policy & Compliance Statement	Winter 2017
Winter 2017	Section 13 GAD Report	To review the Section 13 GAD Report received in relation to the Fund (as at 31.03.16) and recommend as required	Winter 2017
December 2017	Audit – Pensions Administration (Follow-up to 2016 administration audit report)	To receive and review a report from the Council's Internal Audit Service in respect of pension scheme administration.	December 2017
January 2018	Pension Fund Cashflow	To receive and review a report from the Pension Fund accountant of the Fund's cashflow position as at 30 th November last.	January 2018

January 2018	Administration Risks	To review administration procedures, processes and risks against guidance issued by the Pensions Regulator.	April 2018
April 2018	Annual Board Report	To draft and agree the Board's annual report for inclusion in the Pension Fund's Annual Report & Accounts	30 th June 2018
May 2018	Annual Pension Fund Report & Accounts	To review annual report in draft form and use to help inform the drafting of the Annual Board Report	31 st May 2018
June 2018	Audit – Pension Fund Investment Administration	To receive and review an audit report from the Council's Internal Audit Service on fund investment administration.	June 2018
Autumn 2018	Review of Risk Register -PEN004	To review the cyber security assurances from all providers of systems to the Pension Fund.	Autumn 2018
Autumn 2018	Administration Strategy Statement	To receive the Fund's reviewed Administration Strategy Statement	Autumn 2018
Autumn 2018	Communications Strategy Statement	To receive the Fund's reviewed Communications Strategy Statement	Autumn 2018
Autumn 2018	Fund Employer Covenants	To receive a report on the review of Fund Employer Covenants	Autumn 2018
Autumn 2018	Pension Fund Annual Report & Accounts	To receive the Fund's audited and approved Annual Report & Accounts	Autumn 2018
Winter 2018	Section 13 GAD Report	To review the Section 13 GAD Report received in relation to the Fund (as at 31.03.17) and recommend as required.	Winter 2018

Winter 2018	Governance Policy & Compliance Statement	To receive the Fund's reviewed Governance Policy & Compliance Statement	Winter 2018
December 2018	Audit – Pension Scheme Administration	To receive and review an audit report from the Council's Internal Audit Service on pension scheme administration.	December 2018
January 2019	Pension Fund Cashflow	To receive and review a report from the Pension Fund accountant of the Fund's cashflow position as at 30 th November last.	January 2019
April 2019	Annual Board Report	To draft and agree the Board's annual report for inclusion in the Pension Fund's Annual Report & Accounts	30 th June 2019
June 2019	Audit – Pension Fund Investment Administration (Follow-up to the 2018 report)	To receive and review an audit report from the Council's Internal Audit Service in respect of pension fund investment administration.	
Autumn 2019	Communications Strategy Statement	To receive the Fund's reviewed Communications Strategy Statement	Autumn 2019
Autumn 2019	Pension Fund Annual Report & Accounts	To receive the Fund's audited and approved Annual Report & Accounts	Autumn 2019
Winter 2019	Section 13 GAD Report	To receive the Section 13 GAD Report received in relation to the Fund (as at 31.03.18) and recommend as required	Winter 2019
Winter 2019	Governance Policy & Compliance Statement	To receive the Fund's reviewed Governance Policy & Compliance Statement	Winter 2019
December 2019	Audit – Pension Scheme Administration	To receive and review an audit report from the Council's Internal Audit Service on	December 2019

	(Follow-up to the 2018 report)	pension svheme administration.	
January 2020	Valuation results	To receive valuation results from the Pension Fund actuary	January 2020