

Rolling Actions Log

As at December 2022

No.	Date of meeting	Action from Meeting	Owner	Comments	Expected date of completion	Date completed
1	March 2022	Completion of the Pension Regulators Toolkit within 6 months or within 6 months from appointment	Members	To be completed by end of November 2022	Dec 2022	Ongoing
2	March 2022	Provision of a training programme of a 1 hour session in advance of the Board meetings.	Officers		Every meeting	Ongoing
3	June 2022	A standing item should be included on the agenda for each of its meetings to receive the Breaches Log (including a report, if appropriate, that no breaches arose since the previous meeting; and that any breaches were reported to the Chair and members of the Board promptly between meetings.	SA	See Breaches Log agenda item 3.	Every meeting	Ongoing
4	March 2022	A routine learning and development item on each agenda so that there is recorded completion of self-assessments and the Regulators Toolkit.	CF	See Training log agenda item 4.	Every meeting	Ongoing
5	June 2022	Pooling - the respective responsibilities of the London CIV and the managers appointed by it; the associated control activities undertaken by the London CIV; and the mechanisms for obtaining assurance over the operation of controls operated by the London CIV.	KN	Update to be presented in the general update report	Dec 2022	Dec 2022
6	October 2022	The Board agreed that officers would notify Members of pension training opportunities, including pension regulator toolkits.	CF	List of training/workshops/conferences etc. - see Appendix 1.	Dec 2022	Dec 2022
7	October 2022	Officers would present a draft of the Annual Report to Members at the next scheduled Board meeting.	KN	See general report	Dec 2022	Dec 2022
8	October 2022	Officers would review the wording of the Risk Register.	CF	See Appendix 2.	Dec 2022	Dec 2022
9	October 2022	The Local authority would review whether the AGCS could be adapted. The Local authority would review what frequency of meetings the Regulator required for the Board. The local authority would ensure the required supporting documentation was made available to support the AGCS if requested.	KN	Verbal progress update	Dec 2022	
10	October 2022	Internal controls: Officers will report back to the Board at the next scheduled meeting on their progress with the ongoing report and arrangement of an internal audit of the procedure notes and policy documentation.	SA	Verbal progress update	Dec 2022	
11	October 2022	IDRP: Officers would review the Policy, so there would be clarity with regard the post holders performing functions, within the local authority.	SA	See Appendix 3.	Dec 2022	Dec 2022
12	October 2022	Administration Strategy: The local authority would review the strategy and provide specific clarification with regard to the mechanisms and timetables that would be employed for monitoring and engagement in the final draft.	SA	Verbal progress update	Jan/Feb 2023	
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