

Matters Arising – Outstanding Actions: October 2019

Date of Meeting	Action Point	Due Date	Completed?	Notes	Updated Due Date
31-Jan-2019	Updated Risk Register will be brought to Board once the compliance review has finished.	October Meeting	No	Updates to the Risk Register are one of the key outputs of the compliance review, and have been added to an action plan covering the next 12 months to address non-compliance with the TPR Code.	Q1 2020 (January-March meeting)
31-Jan-2019	A Breaches of the Law policy will be presented at the next meeting.	May 2019	No	The creation of this policy was one of the key outputs of the compliance review, and has been added to an action plan covering the next 12 months to address non-compliance with the TPR Code.	Q2 2020 (April-June meeting)
31-Jan-2019	Members agreed to consider the Work Programme in light of the compliance review results which will be ready by the next Board meeting, to better align it with the categories within the review.	October Meeting	Partially	The work programme has been updated to account for the proposed action plan to respond to the key findings from the compliance review (see separate item on the agenda for 2 May meeting). Members may wish to make amendments or factor in other items arising from the results of the compliance review. Additional changes are to be made to align the compliance categories with the work programme.	Q1 2020 (January-March meeting)
02-May-2019	Members agreed to complete a learning needs analysis to rate their skills in specialist areas. The Chair has asked that members complete this and send to officers by the end of June 2019.	30 June 2019	No	Only one learning needs analysis has been received by officers since the original request was made at the January meeting.	31 October 2019
02-May-2019	PA to develop 2 separate action plans in response to the compliance review; one in respect of actions for the administering authority, and one for the Board.	October Meeting	Yes	The actions plans are presented for the Board to review and endorse.	N/A
02-May-2019	PA to bring back to the Board options and costs for further support post compliance model.	October Meeting	No	This will be considered later in the year in line with the planned annual cycle of compliance review.	Q1 2020 (January-March meeting)

02-May-2019	PA to prepare a paper on the CIV outlining assurances over governance arrangements and investment risks.	October Meeting	No	Reference any existing documents from the CIV re. internal controls/controls testing and governance arrangements. PA to include risks around the CIV, how we seek assurance and mitigate in the risk register; include governance arrangements and how the CIV manages its relationship with managers and other service providers.	Q1 2020 (January-March meeting)
02-May-2019	PA to prepare a comparison of LBL's submission to the results of TPR's 2018 annual governance and administration survey	October Meeting	Yes	Analysis and summary of results presented in the General Update.	N/A
02-May-2019	PA to prepare an analysis paper on the Fund's Annual Report, comparing it to CIPFA Guidance.	October Meeting	No	To include: areas of 'must includes' according to guidance, those which are 'should haves' and, if we don't include them, why.	Q1 2020 (January-March meeting)
02-May-2019	PA to prepare a paper on FOI compliance, per section K12 of the compliance review and as included in the AA action plan.	October Meeting	No	Include compliance statistics from corporate FOI team if available.	Q2 2020 (April-June meeting)