

**APPENDIX****Lewisham Pension Board - Work Programme**

<b>OPERATIONAL</b>	<b>Qtr 1 (Jan-Mar 2022)</b>	<b>Qtr 2 (Apr-Jun 2022)</b>	<b>Qtr 3 (July-Sept 2022)</b>	<b>Qtr 4 (Oct-Dec 2022)</b>
Draft Pension Fund Statement of Accounts			X	X
Pension Fund Annual Report (must be published by 1 December): Includes: <ul style="list-style-type: none"> <li>Administration update (including KPI monitoring)</li> <li>Final Statement of Accounts</li> <li>Pension Board Annual Report</li> <li>Governance Compliance Statement</li> </ul>				X
Pension Fund Internal Audit Report			X	
Monitoring of Investment Performance: <i>see Hymans Robertson Performance Reports reported to PIC</i>		X	X	X
Triennial and Interim Actuarial Valuations		X	X	X
Progress Reports on the Arrangements for Pooling		X	X	X
Risk Register			X	X
Data improvement plan required			X	
Processes in place to establish internal controls		X		
Board's Learning Needs and Training	X	X	X	X
Process to assess the materiality of any payment failures and ensure that those which are material are reported to the Regulator within a reasonable period		X		

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Design and deliver communications in a way that ensures scheme members are able to engage with their pension provision		X		
Process to highlight or consider whether a dispute is exempt		X		
Information for members to show the procedure and process to apply for a dispute to be resolved including: - who it applies to - who the specified person (stage 1) is - the timescales for making applications - who to contact with a dispute - the information that an applicant must include - the process by which decisions are reached?		X		
Does LBL have appropriate procedures in place to meet their legal obligations for identifying and assessing breaches?		X		
Is LBL satisfied that those responsible for reporting breaches under the legal requirements and TPR guidance understand the requirements?			X	
To publish on LBL Pension Fund website: (i) Local Pension Board Conflict of Interest Policy, (ii) Local Pension Board Training Policy, (iii) Local Pension Board Training Log. (iv) Declaration of interests		X		
To publish on LBL Pension Fund website other useful related information about the pension board		X		

<b>STRATEGIC</b> Policies, where available, can be found at the following site: <a href="https://www.lewishampensions.org/resources/">https://www.lewishampensions.org/resources/</a>	<b>Qtr 1 (Jan-Mar 2022)</b>	<b>Qtr 2 (Apr-Jun 2022)</b>	<b>Qtr 3 (July-Sept 2022)</b>	<b>Qtr 4 (Oct-Dec 2022)</b>
Funding Strategy Statement: Oversight Must be updated at least every 3 years (in line with the triennial valuation)				X
Terms of Reference and Membership of the Board Should be reviewed at least annually	X			
Knowledge and Training Policy	X	X		
Administration Strategy <i>(To be created)</i>			X	
Breaches of Law Policy <i>(To be created)</i>		X		
Risk Management Policy			X	
Internal Disputes Resolution Procedure			X	
Governance Compliance Statement <i>(To be created)</i>				X
Discretions Policy				X
Communications Policy Statement			X	
Conflicts of Interest Policy Should be reviewed at least every 3 years, preferably annually			X	
Code of Conduct Policy Should be reviewed at least every 3 years, preferably annually			X	