

LPB Action Log 2022-06-09 - Open Actions

Action Ref	Date Raised	Source	Action Lead	Status	Pension Work Activity	Action	Comments	RAG
LPB044	18-Mar-20	Board	Mike Pearson	In progress	Risk Management	WYPF Cyber Security WYPF business continuity plan to be reviewed by MP/SP/CG, specifically with regard to cyber attack. Feedback given, WYPF asked to consider and respond. MP to review risk register to assess impact of gaps in WYPF BCP Aon free cyber questionnaire - consider benefit of using it (see email from Satnam 14/07/20).	15/10/20: MP to ask PP and SB to comment on WYPF BCP (done 16 Oct) 25/11/20: MP to write to WYFP with feedback on its BCP 09/12/20: WYPF asked to respond to issues raised 07/01/21: MP to review risk scores and consider using Aon questionnaire 07/03/22: No further progress 08/04/22: MP to review BCP 12/05/2022 - MP to Review 09/06/2022 - MP handed to MAT to work on with Sarah Bailey. MP to forward on relevant information.	G
LPB055	09-Sep-20	Board	Zoe Smyth	Pending	Administration and Compliance	Administration, Management and Governance Strategy Board agreed to adopt the template strategy developed by the LGA/SAB and that Board documentation and toolkits should be adapted accordingly subject to outcome of the LGA/SAB consultation.	15/10/20: Awaiting outcome of LGA/SAB consultation. 06/09/21: No update in August bulletin. ZS to chase Claire Hey for update. 12/10/21: Draft strategy produced, circulated for comments. 24/11/21: "Devonised" version of Strategy in production. Intention is to submit to Board early in 2022 for adoption and subsequent publication on the Pensions page of the Service website. 07/03/22: No progress, age discrimination remedy caseload 08/04/22: ZS to revisit terms of reference and roles and responsibilities to ensure they align 12/05/2022 ZS to ensure that role and responsibilities align with strategy. 09/06/2022 - To be presented to LPB on 22/06/2022. ACTION CLOSED	G
LPB069	15-Sep-21	Board	Zoe Smyth	In progress	LPB Governance and Effectiveness	Recruitment of Replacement Scheme Member Representative Andy Hallam stepping down from the Board after the Dec meeting. Recruitment process for replacement to be conducted.	12/10/21: Recruitment process will be conducted in anticipation of the March 2022 meeting. 24/11/21: Will be reviewed after Christmas 07/03/22: No progress, age discrimination remedy caseload - ZS to programme in ASAP 08/04/22 MAT to get recruitment message and role description sent out via the comms team to recruit one new member 12/05/2022 MAT sent recruitment message out via the comms team, no applications were made, new comms message to be sent out next week. 09/06/2022 - Appointment made to start on next LPB (22/06/22). ACTION CLOSED	G
LPB070	15-Sep-21	Board	Zoe Smyth	In progress	LPB Governance and Effectiveness	Development of KPIs Three KPI's together with any additional potential KPI's from Governance Strategy to be considered and reviewed	24/11/21: Will be scheduled when possible, age discrimination remedy work taking priority. 07/03/22: No progress, age discrimination remedy caseload 08/04/22 MAT to work with the well-being team to collaborate and create a clear procedure 22/05/2022 MAT to look at developing an LPB Dshboard 09/06/2022 - MAT spoken to Claire Johnson to draw on her West Yorkshire experience and SW and Wales group on how they manage their KPI's. Trying to obtain more information before development.	G
LPB071	15-Sep-21	Board	Zoe Smyth	In progress	LPB Governance and Effectiveness	Public Service Governance and Administration Survey 2020-21 Current self-assessment to be reviewed against survey findings	12/10/21: Will be scheduled when possible, age discrimination remedy work taking priority. 24/11/21: Self-assessment scheduled for January 07/03/22: Postponed because of age discrimination remedy caseload 08/04/22 MAT Self-assessment to be rescheduled and refreshed 12/05/2022 MAT self-assessment completed and discussed, will be added to the LPB June 2022 agenda. ACTION CLOSED	G
LPB072	15-Sep-21	Board	Zoe Smyth	Pending	LPB Governance and Effectiveness	Revision of the training needs analysis ZS to facilitate a revised training needs analysis to include new Board members and refresh submissions from existing members.	12/05/2022 ZS to facilitate a revised training needs analysis to include new Board members and refresh submissions from existing members. 09/06/2022 - MAT to pick this up. MP to send over details of previous TNA.	G
LPB075	22-Mar-22	Board	Zoe Smyth	In progress	Administration and Compliance	Injury Pension - Incorrect deduction of Retirement Allowance To determine whether the incorrect deduction of this allowance is a breach of the law and if so whether it is reportable.	08/04/22 - ZS & MAT Investigations around lawfulness, set up meeting to discuss findings and case by case breaches 12/05/2022 MAT to discuss with the LGA whether this is a legal breach, separate meeting set up to discuss this matter. 09/06/2022 - MAT still awaiting for response from LGA.	A
LPB076	22-Mar-22	Board	Zoe Smyth	In progress	LPB Governance and Effectiveness	tPR Training Modules Updated Confirm revised Code of Practice 14 has been issued and whether tPR modules will be updated to inform LPB member refresh schedule	12/05/2022 TPR have said should be published August 2022.	G

LPB Action Log 2022-06-09 - Open Actions

Action Ref	Date Raised	Source	Action Lead	Status	Pension Work Activity	Action	Comments	RAG
LPB077	22-Mar-22	Board	Mike Pearson	In progress	Risk Management	LPB016 COVID-19 Pandemic Review risk and update as necessary	08/04/22- MP to review risk and update as necessary before completion 12/05/2022 MP will ensure completed before LPB in June 2022. 09/06/2022 - Risk reworded to Flu Pandemic and scores adjusted. ACTION CLOSED	
LPB078	22-Mar-22	Board	Zoe Smyth	In progress	LPB Governance and Effectiveness	Scheme Managers Report Consider adding further metrics contained in the monthly WYPF report to the LPB KPI report, e.g. scheme membership numbers	08/04/22- ZS to add further metrics contained in the monthly WYPF report to the LPB KPI report. 12/05/2022 ZS to include the KPI's in the scheme manager report to LPB ACTION CLOSED	
LPB079	22-Mar-22	Board	Mike Pearson	In progress	LPB Governance and Effectiveness	LPB Work Programme Roll work programme forward covering 2023 and 2024	08/04/22 - MP updated and will circulate – ACTION CLOSED	
LPB080	22-Mar-22	Board	Mike Pearson	In progress	LPB Governance and Effectiveness	LPB ToR and Roles/Responsibilities Review in conjunction with finalised Admin & Governance Strategy	08/04/22- Added on the back of LGA bulletin overview 12/05/2022 MP will review alongside the Admin & Governance Strategy prior to meeting in June. 09/06/2022 - Per LPB055 to be presented to LPB on 22 June. ACTION CLOSED	
LPB081	08-Apr-22	Chair	Mareena Anderson-Thorne	In progress	LPB Governance and Effectiveness	Abatement Policy, Discretions Policy, Retirement Re-employment Policy Review in light of Pensions Ombudsman determination PO-25374	08/04/22 MAT Looking at Abatement (Retirement/re-employ) policy, along with Discretions for FPS & LGPS. 12/05/2022 MAT Looking at Abatement (Retirement/re-employ) policy, along with Discretions for FPS & LGPS. Still a work in progress. Looking to complete draft policies by the end of May and deliver to People Committee in July. 09/06/2022 - MAT reviewing the services' policies to make sure they are fit for purpose, some policy changes will need to be taken to the FA for approval.	A
LPB082	08-Apr-22	Chair	Mareena Anderson-Thorne	In progress	LPB Governance and Effectiveness	Matthews: FRAs to inform LGA of total numbers of member, split by scheme (FPS 1992, FPS 2006), affected by aggregation.	08/04/22 - MAT/ZS will be looking to start this before the end of April. 12/05/2022 - Deadline has been extended to 30/06/2022, due to additional information the LGA have requested. MAT & ZS to have a meeting with LGA to discuss further. 09/06/2022 - MAT 90% of information complete, no issues expected for hitting deadline.	G
LPB083	08-Apr-22	Chair	Mike Pearson	In progress	LPB Governance and Effectiveness	ID Tax implications ahead of legislation Review whether to continue processing Cat 1 cases in light of HMT response to SAB letter	08/04/22 - Meeting to be held w/c 19/04/22 to discuss whether we should halt processing ID cases. 12/05/2022 Decision made to pause processing on cases, decision made 20/04/2022. ACTION CLOSED	
LPB084	12-May-22	Chair	Mareena Anderson-Thorne	In progress	Administration and Compliance	Publication of Information To ensure LPB minutes are up to date on website.	12/05/2022 MAT to ensure LPB minutes are up to date on website. 09/06/2022 - SY has updated minutes on website. ACTION CLOSED.	
LPB085	12-May-22	Scheme Manager	Mareena Anderson-Thorne	In progress		FRA Pension Contacts: FRAs to provide LGA with information on who should receive generic pension information. To include the Scheme Manager and one other person who has day to day responsibility for Pensions.	09/06/2022 - MAT completed 12/05/2022, all contact information given to LGA from last meeting in May. ACTION CLOSED.	