

LPB Action Log - 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	WYYPF Cyber Security WYYPF business continuity plan to be reviewed by MP/SP/CG, specifically with regard to cyber attack. Feedback given, WYYPF asked to consider and respond. MP to review risk register to assess impact of gaps in WYYPF 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 WYYPF BCP (done 16 Oct) 25/11/20: MP to write to WYYPF with feedback on its BCP 09/12/20: WYYPF 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. 11/07/2022: MAT sent further information to IG Team and awaiting reply. 15/08/2022: Business Continuity risk highlighted within WYYPF, the Service were not satisfied the risks were being reasonably managed. RAG rating changed to 'amber'. 05/09/2022: LGA Bulletin 59 provided guidance for administrators which included cyber security. No further information received. 11/10/2022: Contract meeting with WYYPF had taken place. Issues and concerns had been flagged. WYYPF did not have sufficient BC plans in place in the eventuality of a cyber attack. Update expected January 2023. 09/11/2022: MP to draft an email for MAT to send to user group.	A
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. 22/06/2022 - ZS states there are still a few things to finalise, before presenting at the next LPB in September. 11/07/2022 - ZS and MAT will be finalising a draft strategy document this week and will circulate to MP, SS and SY. 15/08/2022: ZS would aim to present this at September LPB meeting (7th) 05/09/2022: Information moved into a policy template. Policy is pending approval from the Information Governance team. Content UpToDate and compiled. 11/10/2022: MP would discuss with Sarah Bailey 09/11/2022: Governance and Administration strategy had been approved, awaiting final publication. Remaining policies remained in the publication process. MP would follow up	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 Dashboard 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. 11/07/2022 - MAT continuing to look at what effective dashboards may look like. 15/08/2022: WYYPF undertaking a KPI review, MAT would provide input into this and provide brief when available and work concluded. 05/09/2022: Ongoing 11/10/2022: Review of contract meeting had taken place with WYYPF. Work ongoing 09/11/2022: Ongoing - work in progress	G

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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. 11/07/2022 - MAT still working on this, aiming to bring something to the LPB on 7th of September. 15/08/2022: MAT would send the TNA to SY to circulate to the Board ahead of the LPB meeting 05/09/2022: Two returns received by MAT. Awaiting remaining returns 11/10/2022: A reminder had been given at the LPB meeting, no further returns received. ME to chase 09/11/2022: No further TNA's received. HS to chase.	G
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	11/07/2022: New code still awaited. 15/08/2022: New code not expected until end of 2022 05/09/2022: Ongoing. 11/10/2022: Ongoing, update expected at the Fire Pension Conference in October 09/11/2022: Email to be sent to all LPB members informing them that the TPR would update the eLearning modules until next year, those due to refresh would need to redo existing modules.	G
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. 11/07/2022 - MAT and ZS reviewing policy changes this week with a view to having a meeting with SS, MP and DR to discuss what we are going to do with these policy positions. We are aiming to take this to the authority LPB 26th September. 15/08/2022: MAT expected to take the requisite policies to the FRA in September. Draft discretion policy to be shared at the LPB meeting. RAG rating updated to 'green' 05/09/2022: Discretions Policy on the FRA agenda for discussion. 11/10/2022: Discretions policy had been approved. The abatement and retirement re-employment policy were in progress. MAT to refer to pay policy statement when finalising draft. Draft to be shared with SS and MP 09/11/2022: ICT issue resulting in policies not showing as live on SharePoint despite being approved. MP would raise with Sarah Bailey.	G
LPB088	31-Oct-22	Chair	Mareena Anderson-Thorne	Pending		Pension Dashboards Preparations LPB to seek confirmation from WYPF on what they are doing in preparation for the Pension Dashboards.	09/11/2022: Action updated. MAT to email WYPF seeking confirmation.	