

SURREY LOCAL PENSION BOARD ACTIONS AND RECOMMENDATIONS TRACKER

The actions and recommendations tracker allows Board Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Board. Once an action has been completed, it will be shaded green to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

KEY			
	No Progress Reported	Action In Progress	Action Completed

Date of meeting and reference	Item	Recommendations/Actions	To	Response	Progress
27 July 2015 A1/15	Knowledge and Understanding	Board Members to advise the Board's scrutiny officer when training is completed.	Board Members	There are notifications of completed training outstanding, and the Board are asked to advise the Democratic Services Assistant once completed. The training log is regularly updated.	Ongoing
25 April 2019 A18/19	Compliance With the Pensions Regulator's Code of Practice No. 14	Members are to complete the pensions regulator's toolkit.	Board Members	Members continue to complete regulator's toolkit training.	Ongoing
24 October 2019 A38/19	Compliance With The Pensions Regulator's Code Of Practice No. 14	An updated report on compliance is to come back to the Board in six months.	Pensions Finance Specialist	Updated Compliance with TPR paper will be presented to the Board at the 31 July 2020 meeting.	Complete
13 February 2020 A1/20	Action Tracker - ITM analysis annex 2 to February's Board meeting which included a	Members will be provided with an update concerning the six cases within the frozen refund population ahead of the statutory deadline under the 2013 Regulations.	Head of Pensions Administration		Ongoing

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	summary of the backlog.				
13 February 2020 A3/20	Summary of the Pension Fund Committee Meeting of 20 December 2019	That Members of the Board and Fund Committee have future training alongside each other.	Pensions Finance Specialist	The training plan will be presented to the Board at the 31 July 2020 meeting.	Complete
13 February 2020 A4/20	Summary of the Pension Fund Committee Meeting of 20 December 2019	The Board to receive an update on the Fund's own Responsible Investment (RI) Policy at its next meeting.	Strategic Finance Manager - Pensions	Work is underway with Minerva, the recently appointed advisor on the Fund's compliance with the UN's sustainable development goals. An update is included in the Committee Summary Paper.	Complete
13 February 2020 A5/20	Administration Update (1 October 2019 To 31 December 2019)	Internal Audit will quality assure the governance arrangements of the Pensions Administration team.	Director - Corporate Finance	Update included in Administration Update Report.	Complete
13 February 2020 A8/20	Recent Developments in the LGPS	The Board will receive an update on the possible remedy to the McCloud judgement concerning the extension of the underpin.	Pensions Governance and Employer Manager	The latest developments are considered in three separate papers in quarter 2. On a separate matter, SPF has asked HSBC to set up an escrow style account and it is waiting for them to confirm that it has been arranged.	Ongoing
22 May 2020 A10/20	Administration Update (1 January to 31 March 2020)	The Board will receive the findings from the strategic review into Pensions Administration, which would also provide guidance on	Assistant Director of Business Operations/Pensions Administration team	Update included in Administration Update Report.	Complete

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(informal meeting)		Surrey's position in relation to Orbis.			
22 May 2020 A11/20 (informal meeting)	Administration Update (1 January to 31 March 2020)	The Board will be provided with the most up-to-date return rate figures from employers regarding the Annual Benefit Statements.	Pensions Service Delivery Manager	Update included in Administration Update Report.	Complete
22 May 2020 A12/20 (informal meeting)	Administration Update (1 January to 31 March 2020)	The Board will receive the final Audit Position Statement once finalised.	Head of Pensions Administration/Internal Audit	Update included in Administration Update Report.	Complete
22 May 2020 A13/20 (informal meeting)	Administration Update (1 January to 31 March 2020)	The Board will be kept informed on progress on key projects – New System design, Legacy Removal & Prevention, i-Connect; Pension Increase.	Pensions Service Delivery Manager/Pensions Support and Development Manager	The update is provided in the administration report.	Ongoing
22 May 2020 A14/20	Administration Performance Report Quarter 4	The process note regarding new starters and transfers-in would be provided to the Board in due course.	Pensions Service Delivery Manager	Work on the new starter process is still ongoing, a meeting will be held between officers.	Ongoing

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(informal meeting)					
24 October 2019 A39/19	Draft Administration Strategy	The Board is to receive information about any comments received from employers.	Pensions Governance and Employer Manager	A few late responses to the consultation were received but no material changes were made to the document. The Administration Strategy was approved by the Pension Fund Committee in March.	Complete
13 February 2020 A2/20	Forward Plan	The Board is to receive an annual update on Cyber Security.	Pensions Finance Specialist	Added to the Forward Plan.	Complete
13 February 2020 A6/20	Risk Registers 2019/20 Quarter 3	Risk A23 - the inherent risk be changed to Red.	Pensions Finance Specialist	The risk has been updated.	Complete
13 February 2020 A7/20	Risk Registers 2019/20 Quarter 3	Risk A1 - the wording 'interrogate' will be replaced with 'seek assurance'.	Pensions Finance Specialist	The risk has been updated.	Complete
13 February 2020 A9/20	Breach Of Law 1 October 2019 To 31 December 2019	The Strategic Finance Manager (Pensions) will circulate formal recommendations from officers detailing their assessment on the materiality of the breach,	Strategic Finance Manager - Pensions	The Chairman received an update from the Pension Governance and Employer Manager notifying him that on further investigation, it emerged that it was not a breach of law after all.	Complete

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		with the decision to be made by the Board Members present at the meeting.		As the delay related to the calculation of an exit payment, which has no statutory timescale, unlike an exit credit (the payment of surplus to an employer) which has a statutory three month limit.	

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