

| Report for: | Pension Board |
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| Date of Meeting: | 4 March 2021 |
| Subject: | Pension Board Work Programme  For Future Meetings |
| Responsible Officer: | Dawn Calvert – Director of Finance and Assurance |
| Exempt: | No |
| Wards affected: | All |
| Enclosures: | None |

| Section 1 – Summary and Recommendations |
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| This report reviews the Pension Board’s work to date, lists the forthcoming meeting dates and invites the Board to comment on a suggested work programme for the 2021-22 Municipal Year.  **Recommendations:**  The Board is requested to note the dates of meetings for 2021-22 and to comment on the proposed work programme. |

## Section 2 – Report

1. The Pension Board meets quarterly. Its work in 2020 was disrupted by the Covid-19 pandemic. At its meeting on 2 December 2020, the Board agreed a draft work programme for the 2021-22 municipal year.
2. The dates of meetings for 2021-22 have now been set by the Cabinet. The scheduled meeting dates for the Board are as follows:

* Thursday 1st July 2021
* Thursday 30th September 2021
* Wednesday 1st December 2021
* Thursday 3rd March 2022.

Meetings will continue to be held via Microsoft Teams until it is considered appropriate to revert to meeting in person.

1. A suggested work programme for 2021-22, is shown in the table below. Further items will be added as required during the year.

|  |  |
| --- | --- |
| **Matter for Consideration** | **Board Meeting** |
| **Items for consideration at each meeting (all years)** | |
| Pensions Administration – Performance monitoring | Quarterly report – to include updates on McCloud |
| Pension Fund Dashboard including Long term cashflow and funding | Quarterly report - Considered in review of PF Committee minutes quarterly |
| Latest Pension Fund Committee Meeting - Summary of Reports and actions | Quarterly report |
| **2021-22 Items** |  |
| External Audit Plan - 2020-21 audit | 1 July 2021 (note this would normally have been considered at the March meeting but has been delayed by the auditors. |
| Pension Fund Risk Register Review | 1 July 2021 |
| Annual Report and Financial Statements for year ended 31 March 2021 | 1 July 2021 – to approve the draft for submission to audit. |
| 30 September 2021 – to review the auditor’s report on the accounts. |
| Regulatory Updates | Ad hoc – as changes occur |
| Review of Funding Strategy Statement | 1 July 2021 |
| Review of Investment Strategy Statement | 1 July 2021 – to reflect completion of the review currently in progress. |
| Review of Investment Managers’ Internal Controls | 30th September 2021 |
| Update on Investment Pooling | 30th September 2021 |

1. For Board members’ information, the dates set for future meetings of the Pension Fund Committee are as follows:

* Wednesday 24th March 2021
* Thursday 24th June 2021
* Monday 13th September 2021
* Wednesday 24th November 2021
* Wednesday 9th March 2022

All of these meetings are currently scheduled to start at 6.30pm.  It is currently intended that a training session will be held, before each Pension Fund Committee meeting, beginning at beginning at 5.30pm. All Board members are welcome to attend both the training sessions and the meetings.

## Legal Implications

1. There are no direct legal implications arising from this report.

## Financial Implications

1. Whilst the performance and effective controls of the fund managers is of paramount importance in the performance of the Pension Fund, there are no financial implications arising from this report.

## Risk Management Implications

1. There are no specific risk management implications arising from this report. The Pension Fund’s Risk Register is reviewed regularly by bot the Pension Fund Committee and by the Board.

## Equalities implications / Public Sector Equality Duty

1. Was an Equality Impact Assessment carried out? No
2. There are no direct equalities implications arising from this report.

## Council Priorities

1. The performance of the Pension Fund directly affects the level of employer contribution which then, in turn, affects the resources available for the Council’s priorities.

## Section 3 - Statutory Officer Clearance

**Statutory Officer: Dawn Calvert**

Signed on by the Chief Financial Officer

**Date: 09/02/2021**

**Statutory Officer: David Hodge**

Signed on behalf of the Monitoring Officer

**Date: 10/02/2021**

**Chief Officer: Charlie Stewart**

Signed by the Corporate Director

**Date: 09/02/2021**

## Mandatory Checks

### Ward Councillors notified: NO

## Section 4 - Contact Details and Background Papers

**Contact:** Jeremy Randall – Interim Pensions Manager

Email: [Jeremy.randall@harrow.gov.uk](mailto:Jeremy.randall@harrow.gov.uk)

Telephone: 020 8736 6552

**Background Papers**: None