

Ref	Action	Timescale	RAG Rating	Comments
1	Annual Pensioners Newsletter issued	April-June 2022	Blue	Completed and sent out in May 2022
2	Annual benefit statements issued	By 31 August 2022	Blue	ABS numbers issued by 31 <sup>st</sup> Aug deadline - Active 97.99% 354 not sent out - errors with pay data, Deferred 99.94% 27 not sent out due to errors, all errors being worked through and Statements being issued
3	Implementation of Member Self Service	Apr-22	Blue	Completed - MSS has now gone live
4	Annual Allowance statements issued	By 5 <sup>th</sup> October 2022	Green	On track - working on reports and updating letters for members for 5 Oct 2022
5	Employer Engagement/training event	Nov-22	Green	Sessions booked with Hymans for Discretions training and dates to be confirmed and shared with employers
6	Administration performance - KPIs reported to Local Pensions Board	Quarterly	Green	KPIs monitored and reported back to board and committee, no current concerns
7	Review of Pension Fund website	Quarterly	Green	New website launched, the administration team are working on reviewing and updating content
8	Review of complaints received	Quarterly	Green	No outstanding IDRPs.
9	McCloud Project	April 2022 - April 2023	Amber	There has been a further delay within government but no change to implementation date.

10	Data quality review	Annual	Green	Data quality work is now part of business as usual, data quality scores to be run in October ready for the Pensions Regulator scheme returns. Positive feedback from Hymans as part of valuation on ongoing improvements.
11	Clear communications to employers regarding the 2022 valuation	Ongoing	Green	Communications to employers continuing to be issued through employer newsletter. Employer forum booked in with Hymans 04/11. There is a pensions awareness week in September.
12	Develop pension dashboards	Sep-24	Amber	September is the new go live date but this is also when we will start to get additional work coming through from member queries. Before that we will need to establish a connection between our data and the dashboards via an ISP - this will need to be purchased. We will also need to assess whether additional resource will be needed to cope with the additional queries, potential member matches, requests for information regarding pension, transfers out/refunds. A key action now is to identify project management resources and put a project management structure in place. Liaising with other funds to understand how they are progressing matters.
13	Review pension scam protocols	Ongoing	Green	These have been recently reviewed following new regulations that came into force from June 2022
14	Monitor employer contribution performance through the year including the use of direct debits	Monthly	Green	The number of breaches has reduced, one multi-academy trust continues to presenting with significant issues with monthly returns and payment of contributions. Officers are considering options for the potential use of penalties. A direct debit process is being rolled out by end of the year with a phased approach - smaller employers who have indicated they would like to use direct debits will be used as Test group towards end of the year

15	Review, investigate, and mitigate potential sources of funding risk	Apr-22	Green	The Funding Strategy Statement review is a part of this and is a key consideration in the valuation process.
16	Review employer covenants and risk management for non-statutory employers and review of employer monitoring arrangements	Jul-22	Amber	The Fund is looking at this as part of the valuation process, we have identified employers by type ready for risk assessment. Further work will be done on higher risk employers over the remainder of 2022/23
17	Review employer funding strategies and provisional employer valuation results	October / November 2022	Green	Part of the valuation process/Funding Strategy Statement being assessed ready for December committee. Provisional fund level results have been reviewed and employer level results are being considered by officers on the 4th October.
18	Run employer consultation on updated Funding Strategy Statement (FSS) and new employer contribution rates	November / December 2022	Green	Employer workshops and email updates will be provided giving the opportunity for employers to comment. Planned for November.
19	Sign off the 2022 Valuation and final FSS	Mar-23	Green	On track
20	Support the development of new Border to Coast fund products, for example the property fund.	As funds launch	Green	Meetings in October with property managers and our advisors to feed back on our comments
21	Continue the growth of alternative asset classes towards their new strategic asset allocation	Ongoing	Green	Allocations to the Border to Coast Pension Partnership (BCPP) are assisting in pace, and the recent allocations to non BCPP private market managers should also increase the pace of allocations. Recommendations on Managers for private debt were reported to the Pension Fund Investment Sub Committee in September 2022 and infrastructure will be reported in December 2022.

22	Appropriate engagement with the governance of Border to Coast via the Joint Committee, Operational Officers Group, and Section 151 Meetings, and through the exercising of shareholder voting rights.	Ongoing	Green	The Fund is engaging with BCPP through all of the appropriate forums and mechanisms
23	Further develop the Fund's Climate Risk Strategy and the Fund's approach ESG, including the development of goals and milestones	Ongoing	Green	The Responsible Investment Strategy went to the Pension Fund Investment Sub Committee for approval in September 2022. The Climate risk policy will be reported in December 2022.
24	Pro-active management of cashflow to ensure payments can be made and to ensure efficient cash management	Ongoing	Green	Considering pre-payments of contributions. Proposals will go to Employers in October 2022 so that they know how much their pre-payment would be should they choose this route.
25	Ensure compliance with the 2020 UK Stewardship Code submission	Ongoing	Amber	Continues to be a challenge to resource this, it is planned to be completed over coming months. The new investment analyst post should be in place by November which can assist in completing this. Intend to take to December Investment Sub Committee
26	Review of TCFD disclosure requirements	Mar-23	Green	The consultation has been released on LGPS TCFD. The Fund is looking at a response.
27	Engage with pooling partner funds and Border to Coast on climate change and RI developments	Quarterly	Green	The Fund is engaging with BCPP through all of the appropriate forums and mechanisms.
28	Pension Fund Annual General Meeting	Nov-22	Green	A date has been set in the diary (4th November) and presenters and employers have been informed of the date. The AGM is planned to be a physical meeting.

29	Production of statement of accounts	May-22	Red	External auditors cannot meet the planned deadlines due to resourcing issues, the same as was the case last year. Revised dates have been set and the Council's Audit and Standards Committee are aware of the position.
30	Publication of Annual Pension Fund Report	Nov-22	Red	The annual report depends on the accounts being ready on time. The plan is to publish a draft in time (by the 1 <sup>st</sup> December) and replace it with a final version when ready.
31	Ensure Fund risks are reviewed regularly	Annual	Green	Regular officer meetings to review risks.
32	Maintenance of a contracts register and a schedule for contract reviews	Quarterly	Green	Officers have met recently to review the Fund contracts list.
33	Maintenance of a Policy Register and a schedule for policy review.	Quarterly	Green	Officers have met recently to review the Fund policy list.
34	Maintenance of Business Continuity plan	Mar-23	Green	Officers are discussing next steps for testing the plan, the plan has been shared with ICT regarding back up/recovery processes
35	Respond to the Scheme Advisory Board Good Governance Review	Dependent on issue of requirements	Amber	The Fund is still awaiting finalisation of the requirements and timescales from Scheme Advisory Board.

36	Respond to the tPR Single Code of Practice	Dependent on issue of requirements	Amber	The Fund is still awaiting finalisation of the requirements and timescales from tPR.
37	Review the implications of the Government's levelling up agenda	Dependent on issue of requirements	Amber	The Fund is awaiting results of the consultation and potentially further developments driven by the election of a new leader of the Conservative party.
38	Testing of cyber security arrangements	Sep-22	Green	Business continuity plan has been shared with IT for comment, and IT leads have been engaged in regular meetings with pension fund managers to identify and progress cyber security actions. Some overlap with business continuity planning.