

**WEST MIDLANDS FIRE AND RESCUE AUTHORITY**  
**Pension Board**  
**Work Programme 2022-2023**

Date of Meeting	Item	Responsible Officer	Completed
<b>2022</b>			
28 March 2022	Minutes of Pension Board – 10 December 2021	Democratic Services Officer	28 March 2022
	Chairs Introductions	Chair, Pensions Board	28 March 2022
	Pension Board - Terms of Reference	Democratic Services Officer	28 March 2022
	Verbal Update on the Annual Report of the Pension Board 2021-2022 – Draft	Chair, Pensions Board	28 March 2022
	Risk Register Update (Annual Review)	Julie Felton	28 March 2022
	Recruitment – Verbal Update	Paul Gwynn	28 March 2022
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	28 March 2022
	Pension Board Work Programme 2022-2023	Democratic Services Officer	28 March 2022
	Date of next Pension Board Meeting	Democratic Services Officer	28 March 2022

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10 June 2022	Chairs Introductions	Chair, Pensions Board	20 September 2022
	Annual Benefit Statements Update	Paul Gwynn	
	Annual Report of the Pension Board 2021-2022 – Final	Chair, Pensions Board	
	Risk Register Update (Red RAG rated items)	Julie Felton	
	Recruitment Update	PSS replacement	
	New System/Automation of Process	Kal Shoker	
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	
	Technical Updates	TBC	Deferred - TBC
	Board Training Requirements	TBC	Deferred - TBC
	Review of the Pension Board Terms of Reference	Democratic Services Officer	Deferred to March 2023
	Update on Topical, Legal and Regulatory Issues	Kal Shoker/ PSS replacement	8 December 2022
	Minutes of Pension Board – 28 March	Democratic Services Officer	20 September 2022
	Pension Board Work Programme 2022-2023	Democratic Services Officer	20 September 2022

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20 September 2022	Chairs Introductions	Chair, Pensions Board	20 September 2022
	Annual Benefit Statements Update	Paul Gwynn	20 September 2022
	Review of the Pension Board Terms of Reference	Democratic Services Officer	Deferred – March 2023
	Risk Register Update (6 Monthly Review)	Julie Felton	8 December 2022
	Annual LGA Training?	PSS replacement	Deferred - TBC
	Update on Topical, Legal and Regulatory Issues	Kal Shoker/ PSS replacement	8 December 2022
	New System/Automation of Process	Kal Shoker/Paul Gwynn	20 September 2022
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	20 September 2022
	Technical Updates	TBC	Deferred - TBC
	Board Training Requirements	TBC	Deferred - TBC
	Minutes of Pension Board – 10 June 2022	Democratic Services Officer	20 September 2022
	Pension Board Work Programme 2022-2023	Democratic Services Officer	20 September 2022
	Pension Processing Issues 2021-August 2022	Paul Gwynn	20 September 2022
	The Pension Regulator Supervisory Report Update	Deputy Clerk	20 September 2022

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8 December 2022	Chairs Introductions	Chair, Pensions Board	N/A
	Update on Topical, Legal and Regulatory Issues	Kal Shoker/ PSS replacement	8 December 2022
	Risk Register Update (Red RAG rated items)	Julie Felton	8 December 2022
	Board Training Update	Democratic Services Officer	8 December 2022
	Recruitment Update	Deputy Clerk	8 December 2022
	New System/Automation of Process	Kal Shoker	8 December 2022
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	8 December 2022
	Business Continuity Plan	Paul Gwynn	8 December 2022
	Technical Updates	TBC	Deferred – TBC
	Minutes of Pension Board – 20 September	Democratic Services Officer	8 December 2022
	The Pension Regulator Supervisory Report – Action Plan	Deputy Clerk	8 December 2022
	External Communications Update	Senior Communications Manager	8 December 2022
	Pension Board Work Programme 2022-2023	Democratic Services Officer	8 December 2022

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<b>2023</b>			
March 2023 – TBC	Annual Report of the Pension Board 2022-2023 – Draft	Chair, Pensions Board	
	Risk Register Update (Annual Review)	Julie Felton	
	Update on Topical, Legal and Regulatory Issues	Kal Shoker/ PSS replacement	
	New System/Automation of Process	Kal Shoker	
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	
	Technical Updates	TBC	
	Board Training – LGA	LGA/DSO	
	The Pension Regulator Supervisory Report – Action Plan	Deputy Clerk	
	Review of the Pension Board Terms of Reference	Democratic Services Officer	
	Minutes of Pension Board – 8 December 2022	Democratic Services Officer	
	Pension Board Work Programme 2022-2023	Democratic Services Officer	

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June 2023 – TBC	Annual Report of the Pension Board 2022-2023 – Final	Chair, Pensions Board	
	Risk Register Update (Red RAG rated items)	Julie Felton	
	Annual Benefit Statements	Paul Gwynn	
	Update on Topical, Legal and Regulatory Issues	Kal Shoker/ PSS replacement	
	New System/Automation of Process	Kal Shoker	
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	
	Technical Updates	TBC	
	The Pension Regulator Supervisory Report – Action Plan	Deputy Clerk	
	Board Training Requirements	TBC	
	Review of the Pension Board Terms of Reference	Democratic Services Officer	
	Minutes of Pension Board – TBC	Democratic Services Officer	
	Pension Board Work Programme 2022-2023	Democratic Services Officer	

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