

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

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20 September 2022	Chairs Introductions	Chair, Pensions Board	
	Annual Benefit Statements Update	Paul Gwynn	
	Review of the Pension Board Terms of Reference	Democratic Services Officer	
	Risk Register Update (6 Monthly Review)	Julie Felton	
	Annual LGA Training?	PSS replacement	
	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 Requirements	TBC	
	Minutes of Pension Board – TBC	Democratic Services Officer	
	Pension Board Work Programme 2022-2023	Democratic Services Officer	

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8 December 2022	Chairs Introductions	Chair, Pensions Board	
	Update on Topical, Legal and Regulatory Issues	Kal Shoker/ PSS replacement	
	Risk Register Update (Red RAG rated items)	Julie Felton	
	Board Training Requirements	New PSS replacement with assistance from employee reps	
	New System/Automation of Process	Kal Shoker	
	Business as Usual Performance Reports/Improvements	Chair, Pensions Board/Paul Gwynn	
	Technical Updates	TBC	
	Board Training Requirements	TBC	
	Minutes of Pension Board – 20 September	Democratic Services Officer	
	Pension Board Work Programme 2022-2023	Democratic Services Officer	

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<b>2023</b>			
March 2023 – TBC	Chairs Introductions	Chair, Pensions Board	
	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 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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June 2023 – TBC	Chairs Introductions	Chair, Pensions Board	
	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	
	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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