

Function	Work Plan Option	Frequency
Policy & Procedure	1. Review the Fund's membership-wide communications	Bi-annually
	2. Review the Fund's employer communications and training	Bi-annually
Performance	1. Investment performance report	Annually
	2. Kier Group's Pension Administration Unit compliance with Service Level Agreement key performance requirements	Annually
	3. Consider the timeliness of collecting employer contributions	Bi-annually
Governance	1. To consider the Annual Report and Accounts	Annually
	2. To review the minutes of the Teesside Pension Fund and Investment Panel meetings and decisions taken.	Quarterly
	3. Monitor the documents (below) as required by the Regulations to ensure they are regularly reviewed and approved: <ul style="list-style-type: none"> <li>• Funding Strategy Statement</li> <li>• Statement of Investment Principles</li> <li>• Governance Policy &amp; Governance Compliance Statement</li> <li>• Pension Administration Strategy</li> <li>• Shareholder Governance Policy</li> </ul>	Annually
Risk	1. Review the Risk Register	Bi-annually
	2. Receive the final External Audit Report	Annually
	3. Receive the Internal Audit Reports	Meeting after issued