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| **ANNUAL WORK PROGRAMME – LOCAL PENSION BOARD**  |

| **SUBJECT** | **AUTHOR(S)** | **2018** |  | **2019** | **COMMENTS** |
| --- | --- | --- | --- | --- | --- |
| **Mar 2018** | **July 2018** | **Sept 2018** | **Dec 2018** | **Mar 2019** | **July 2019** | **Sept 2019** | **Dec 2019** |  |
| **Annual reports – submission / deadline dates** |  | X |  |  |  |  |  |  |  |  |
| **Feedback on Auto-Enrolments / Opt-outs** |  | X |  |  |  |  |  |  |  |  |
| **Injury Awards** |  | X |  |  |  |  |  |  |  |  |
| **SLA / Shared Service Agreement**  |  |  |  |  |  | X |  |  |  |  |
| **CPC / Pension implications** |  | X |  |  |  |  |  |  |  |  |
| **Feedback from Annual Benefits Statement Exercise** |  |  | X |  |  |  |  |  |  |  |
| **Annual Report (to Scheme Manager)** |  |  | X | X |  |  |  |  | X |  |
| **TPR Public Service Governance and Administration Survey** |  | X |  |  |  |  |  |  |  |  |
| **Annual Data Quality Review / Data Improvement Plans** |  |  |  |  |  |  |  |  |  |  |
| **GDPR Regulations – implications** |  |  | X |  |  |  |  |  |  |  |
| **GMP Reconciliation (HMRC)** |  |  |  |  |  |  |  |  |  |  |
|  |  | **STANDING ITEMS** |
| **Work Programme** |  | X | X | X |  | X | X |  | X | **Standing Item** |
| **Communications*****(including ABS issues)*** |  | X | X | X |  | X | X |  | X | **Standing item*****(includes Annual Benefits Statement issues)*** |
| **National Scheme Advisory Board – Update** |  | X | X | X |  | X | X |  | X | **Standing item** |
| **Pensions Issues/ Workload** |  | X | X | X |  | X | X |  | X | **Standing item** |
| **Learning & Development – Update** |  | X | X | X |  | X | X |  | X | **Standing item** |
| **Self-assessment – Update** |  | X |  |  |  | X |  |  |  | **Standing Item (ANNUAL)** |
| **New Regulations** | - | X | X | X |  | X | X |  | X | **Standing Item** |
| **Monthly Client Reports*****To include KPIs*** |  | X | X | X |  | X | X |  | X | **Standing Item** |
| **Breaches**  |  | X | X | X |  | X | X |  | X | **Standing item** |
| **Fraud** |  |  | X |  |  |  |  |  |  |  |