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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 |  |  |  |  |  |  |  |