

#### Appendix 4

Change Programme			
Project Activity	Current Phase of Project / High Level Status	Completion Date of Overall Project	Status
<b>Annual Projects</b>			
Year End	Checking employers' data returns	Jun-25	In Progress
Annual Benefit Statement	Planning phase	Aug-25	In Progress
Pension Savings Statement / Annual Allowance	Planning phase	Oct-25	In Planning
Payroll YE	P60s issued	Apr-25	Complete
HMRC Event Reporting	Annual Event reporting	Dec-25	Not Yet Started
National Fraud Initiative	Planning phase	Dec-25	In Planning
<b>Regulatory/Foundation/Dashboard</b>			
McCloud	ABS planning underway	Aug-25	In Progress
GMP – remedy	Data cleansing and calculations	Jun-26	In Progress
Pensions Dashboard	Preparation of data, comms, governance, DAP Admin	Oct-25	In Progress
Admin Strategy refresh	Content production	Oct-25	In Progress
Data Improvement Plan	Forms part of the Admin Strategy refresh	Oct-25	In Progress
Process control framework	Planning phase & kick-off conversations underway	Dec-26	In Planning
Member tracing	Interim solution in place; planning for integrated solution	Aug-25	In Progress
Unified Comms - Phase 1	Phase 1 delivered	Jun-25	Complete
Unified Comms - Phase 2	Phase 2 improved member experience (Sep-25)	Sep-25	In Progress
<b>Procurement</b>			
Pension Admin System Procurement (inc Hosting)	Contract signed	Sep-25	Complete
Website hosting procurement	Moved to 2026 for joint procurement with BANES IT	Sep-26	Not Yet Started
<b>Transformation</b>			
Engage (My Pension Online – upgrade)	Scope analysis & recommendation	Dec-25	In Planning
Bulk processing, e.g. refunds	Process review - impact and scoping assessment	Sep-26	In Planning
New member onboarding	Improvement recommendations made - to be prioritised	Mar-26	Not Yet Started
Hosting migration	User Acceptance Testing	Sep-25	In Progress

<b>Digital Transformation</b>			
Enhanced Admin to Pay	Decision on implementation timing	Mar-26	Not Yet Started
Pre Joining Enhancements	Engagement with Key Stakeholders	Sep-25	In Progress
Go Digital enhancements	Capture member emails from I-Connect submissions	Jun-25	In Planning
iConnect Multi-factor authentication	Scoping & analysis	May-25	In Progress
iConnect document integration	One-stop portal for employer document submissions	Dec-25	In Progress
Digital mail solution	Utilisation of council's digital mail solution	Dec-25	In Progress
<b>Governance</b>			
Good Governance Review	Review any new requirements from Good Governance review once published eg - Workforce Plan	Dec-25	Not Yet Started
TPR SCOP requirements	Gap analysis & action plan for new requirements	Mar-25	In Progress
	Implementation	Mar-26	In Progress
Annual Report	Produce and publish Fund's annual report	Dec-25	In Progress
	Committee's annual report to Council	Nov-25	Not Yet Started
	Pension Board's annual report	Nov-25	Not Yet Started
Business Continuity Plan	Review and implementation of new plan in progress	Mar-25	Complete
	Cyber Security training officers/PC/PB	Dec-25	In Progress
Pension Committee Governance arrangements	annual review of terms of reference & policies	Jun-25	In Progress
Pension Board governance review	Annual review all items on governance checklist	Sep-25	Not Yet Started
Training Plan for Committee & Board members	Plan annual training programme for members	Mar-25	Complete
Recruitment for Committee & Pension Board	Recruitment & Induction Training - new PC/PB members	Jun-25	In Progress
Contract Retenders	Legal Contract	Dec-25	In Progress
<b>Finance</b>			
Final Accounts	Prepare accounts to meet B&NES internal deadline; update regulatory requirements	May-25	In Progress
Treasury Management Policy	Draft revised policy annually	Mar-25	Complete
<b>Investments</b>			
Local Impact Portfolio	Assess opportunities as they arise, invest/implement	Dec-25	In Progress

Natural Capital Investing	Invest via Brunel portfolio. Work with Brunel and pool.	Dec-25	In Progress
Strategic Investment Review	Review risk and return objectives and asset allocation ahead of Valuation. Review climate targets. Revise ISS	Sep-25	In Progress
Impact Reporting	procure a supplier to provide Impact reporting across our portfolios	Dec-25	In Progress
Pooling: Fit 4 Future	work with Brunel and CG to agree how to merge or join another pool now that government has concluded Brunel pool cannot continue. Assessing options of acting as a pool and as individual funds. Specific to APF: how manage RMF, RI focus, local impact	Mar-26	In Progress
<b>Funding Strategy</b>			
2025 Valuation	Planning, data provision to Actuary, fund & employer meetings and outcomes.	Mar-26	In Progress
2025 Funding Strategy Statement	prepare and publish prior to valuation	Mar-26	In Progress