| **AP** | **Action** | **Progress** | **Further Update** |
| --- | --- | --- | --- |
| **Actions from 26 April 2017** |
| 11/260417and 7/120717 | Prudential: Following discussion, it was agreed to invite Prudential to give a presentation on AVC’s, and the issues involved, to the TPSPB. | An update on the progress of the TAVC fund review, as outlined at the July 17 MAG, was provided to the 18 October 2017 TPSPB meeting and a further update provided at 18 July 2018 TPSPB meeting. | JR to provide a written update to the next TPSPB meeting 24 October 18 (including outcome of MAG in July). Agenda item 2 for 24 October 2018.**ON-GOING** |
| **Actions from 18 October 2017** |
| 1/181017 | Telephony: The Board asked for a full written telephony update at each TPSPB meeting whilst this remained an important current issue. | Secretariat noted for future requirements and Service Delivery report author(s) notified.For October 2018 the quarterly report will include a more detailed update. | 18 April and 18 July 18 - TPSPB confirmed they wished to retain regular written reports. 24 Oct 18 - update under agenda item 7 (Service Delivery s/c update). It was agreed at the s/c meeting on 26 September that telephony will move into Business as Usual (BAU) reporting.**CLOSED** |
| 2/181017 | Scheme Valuation: The TPSPB asked for an update on the valuation process for the meeting in January 2018, to ensure they do not lose sight of progress. | Verbal updates at TPSPB meetings on 17 January, 18 April and 18 July 2018. | Will be updated under AP2/180718**CLOSED** |
| **Actions from 18 April 2018** |
| 1/180418 | MDC2/MCR: SC and DH confirmed that “lessons learned” are informing MDC2 /MCR development and that these, and best practices, are to be shared with Cabinet Office. It was agreed that details will be shared with the Board.  | The business requirements are being developed and will be made available for TPSPB review before they are finalised. SC/DH updated on progress at 18 July TPSPB meeting.IM&C s/c deep-dive topic 240918 | Under agenda item 2 (Actions update), SC to update on progress regarding the development of the requirement, who officials are consulting with and how decisions are being reached in terms of acting on feedback from the consultation.  SC will continue to provide regular updates (to the MR&IC sub-committee in the first instance) until the requirement is defined.  **ON-GOING** |
| 2/180418 | GMP reconciliation: Next steps include the development of letters to members to explain write-offs and adjustments to their pension, as well as to refine the communications programme. It was agreed that the IM&C sub-committee should be sighted to ensure they are content on the overall approach to messaging and disseminating information. | GMP rectification processes are still under development. Action on cases is being deferred until we can be sure that other schemes’ reconciliations will not cause re-working.Communications will be shared before the next sub-committee meeting**.**  | Wording for the generic letters shared with the IM&C sub-committee at the meeting on 26 September 2018, for review and discussion. Comments, observations and handling suggestions noted by TP.**CLOSED** |
| AP8/180418 | MDC2/MCR: The final proposal document should be reviewed by the TPSPB. | The business requirements are being developed and will be made available for TPSPB review before finalising them. DH and SC updated TPSPB on 18 July 2018. | Agenda item 2 on 24 October 2018.SC to update on progress regarding the development of the business requirements, and will continue to provide regular updates until the requirement is defined.  **ON-GOING** |
| AP11/180418 | Annual Report and Accounts: Deloitte’s final Management letter to be shared with the MR&IC sub-committee. | Letter will be circulated as soon as it is available. | Letter circulated to MR&IC sub-committee members (cc’d to remaining Board members) on 3 August 2018. **CLOSED** |
| **Actions from 18 July 2018** |
| AP1/180718 | IPS update: GA agreed to provide a written summary document to support his wider pension landscape update.  |  | Paper 7 at the 24 October 2018 TPSPB.**CLOSED** |
| AP2/180718 | SAB update: Draft (HMT) valuation directions to be shared once known.  | Email sent by secretariat on 6 Sept 2018 advising that a written ministerial statement concerning all public sector pension scheme valuations had been published, and a link to the draft final directions provided. The email set out the likely main impacts along with details of how DfE intend to take forward the administration and communications issues this creates for the TPS. | Further update under Agenda item 5 (SAB update) at 24 October 2018 TPSPB.**CLOSED** |
| AP3/180718 | Cross-cutting issue (Levy): The Board asked that DfE inform them once the implementation date for valuation is known. | As above. | Valuation update session held for all Board members ahead of the s/c meetings on 26 September 2018. Further information under agenda item 5 on 24 October 2018.**CLOSED** |
| AP4/180718 | Cross-cutting issue (Levy): The table at page 3 of Paper 5 could be recast to show costs/income from September 2015 onwards. |  | To be circulated in due course.**CLOSED** |
| AP5/180718 | TP’s Six Strategic Objectives: TP to include some improvement to capturing evidence around stakeholder management and applying lessons learned in order to add further value and assurance to the report. | The requirement is for a twice-yearly update, so secretariat noted for the agenda for January 2019.  | Requirement for the report is in Business as Usual planning, comments received will be reflected in the next update.**CLOSED** |
| AP6/180718 | Service Delivery sub-committee update: Should TPARG representatives be invited to attend/ observe /join the sub-committee? | Discussed by 4 chairs at their meeting on 30 July 18.Referred to the Service Delivery sub-committee to discuss. | Discussed at Service delivery s/c on 26 September. To be raised at the next TPARG meeting on 30 Nov 2018, to gauge interest.**CLOSED** |
| AP7/180718 | Service Delivery sub-committee update: Capture the details of stakeholder groups and discuss as a cross-cutting issue at a future Board meeting, perhaps alongside consideration of the governance structure. | It was agreed at the 4 sub-committee chairs meeting on 30 July that this list should be considered as part of the deep-dive review of Governance.  | Details included at Annex B of Paper 9, agenda item 6 on 24 October 2018.**CLOSED** |
| AP8/180718 | IM&C sub-committee update:NM noted that it would be useful to discuss /agree topics into which the sub-committee would like to “deep dive”. DT to take this forward following 30 July meeting.  |  | Discussed at IM&C s/c meeting on 26 September. All s/c to develop a list and include this feature on future s/c agendas.**CLOSED** |
| AP9/180718 | MR&IC sub-committee update:The link to the GOV.UK site to view the TPS Annual Report and Accounts to be circulated as soon as it is available. |  | Link circulated to Board members on 19 July 2018.**CLOSED** |
| AP10/180718 | MR&IC sub-committee update:Invitation to be extended for Nigel Johnson (ARC) to attend and observe one TPSPB meeting.  |  | NM has discussed with NJ (October 2018) with a view to NJ attending the TPSPB in January 2019 - Secretariat to co-ordinate.**CLOSED** |