

Communications Policy Annex - Local Communications

	Available to:	Method of Distribution	Frequency
Communication Policy	Scheme members* Scheme employers Employee representatives	Website	Annual review, or earlier where there is a material change
Pension Fund Report & Accounts	Scheme employers Pension Fund Committee DCLG	Website Hard Copy Post / Email	Annual
Pension Fund Report & Accounts Summary Leaflet	Scheme members*	Website Hard Copy Post / Email	Annual
Pension Increase Notification	Pensioner members	Website Hard Copy Post / Email	Annual
Annual Benefit Statement	Scheme members*	Post	Annual
Newsletter - Members	Scheme members*, except pensioner members	Website Hard Copy Post / Email	Quarterly
Newsletter - Employers	Scheme employers	Website Hard Copy Post / Email	Monthly
Employer Forum	Scheme employers	Meeting	Annual
Employer User Group	Scheme employers	Meeting	Quarterly
Employer Administration Training	Scheme employers	Meeting	Quarterly
Presentation/Training	Scheme members * Scheme employers	Meeting	As requested

Notes:

Scheme members includes prospective members; active members; deferred members and pensioner
 Website - www.oxfordshire.gov.uk/pensions