Oxfordshire Pension Fund
General Code of Practice Action Plan 2024/5

Project Stage		Action/task	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Project Initialisation	1	Evaluate compliance checkers on the market.													
	2	Research how other funds are tackling the their implementation of the GCOP.													
	3	Purchase compliance checker													
	4	Determine which of the 51 modules apply to the fund													
Module Review 1	5	TGB010 – Managing advisers and service providers (Contract monitoring)													
	6	TGB033 – Assurance of governance and internal controls (audit)													
	7	CAD014 – Audit requirements													
Module Review 2	8	TGB014 – Recruiting to governing body													
	9	TGB017 – Governing Body's working knowledge of pensions													
Module Review 3	10	TGB016 – Remuneration Policy (best practice)													
	11	CAD001 – General principles for member communications													
	12	CAD010 – Publishing information about public service pension schemes													
Module Review 4	13	ADM001 - Administration													
	14	TGB022 – Continuity Planning (pending recruitment of new Pension Services Manager)													
Module Review 5	15	ADM002 – Financial transactions													
	16	ADM007/8/11 – contribution monitoring													
	17	CAD016 – Short service refunds													
Module Review 6	18	ADM003 – Scheme records													
	19	ADM006 – Data monitoring													
	20	ADM015 – Maintenance of IT systems													
	21	ADM016 – Cyber controls													