

Work Stream	Detail	Update					
		Status	January	March	April	May	June
<b>Workstream 1</b> – Missing contributions	<b>2,033</b> records identified as having a missing contribution error.	COMPLETE	0%	11%	91%	91%	100%
<b>Workstream 2</b> – Employer code	68 records identified as having a missing employer code – <b>HYMANS PRIORITY</b>	COMPLETE	100%	100%	100%	100%	100%
<b>Workstream 3</b> – Member Status	<b>85</b> records identified which have missing or inaccurate member status - <b>HYMANS PRIORITY</b>	COMPLETE	100%	100%	100%	100%	100%
<b>Workstream 4</b> – Missing Salary	<b>577</b> active records identified as having a salary missing at last valuation date - <b>HYMANS PRIORITY</b>	COMPLETE	0%	6%	74%	77%	100%
<b>Workstream 5</b> – Missing final salary	<b>1,823</b> other status records which have missing salary at last valuation date - <b>HYMANS PRIORITY</b>	COMPLETE	0%	2%	18%	64%	100%
<b>Workstream 6</b> – Missing or incomplete CARE pots	<b>1,345</b> records identified which have CARE data missing or where the CARE screen is incomplete - <b>HYMANS PRIORITY</b>	COMPLETE	0%	5%	87%	87%	100%
<b>Workstream 7</b> – Missing Pensions	<b>431</b> records identified which have pension information missing. This workstream incorporate the following errors from the initial analysis; Current Pension missing Date Pension Started missing Pensioner Member without a pension screen <b>HYMANS PRIORITY</b>	In Progress	0%	0%	0%	0%	70%
<b>Workstream 8</b> – Missing postcode	<b>1,858</b> records identified as having a postcode missing - <b>HYMANS PRIORITY</b>	In Progress	0%	37%	40%	40%	44%
<b>Workstream 9</b> – Known Missing Leavers	<b>605</b> records are known to be leavers based on information received from Capita - <b>HYMANS PRIORITY</b>	In Progress	0%	62%	67%	67%	67%
<b>Workstream 10</b> – Missing joiners	<b>796</b> new joiner's records identified that have not been created on Altair	COMPLETE	0%	6%	6%	6%	100%
<b>Workstream 11</b> – Missing PI Date	<b>1,735</b> records have been identified with either a missing or out of date pensions increase date recorded on the record	COMPLETE	41%	42%	44%	62%	100%
<b>Workstream 12</b> – Age discrepancies	<b>77</b> records have a DOB which would put the members age outside of agreed tolerances	COMPLETE	0%	0%	49%	49%	100%
<b>Workstream 13</b> – NINO discrepancies	<b>107</b> records identified as having a temporary NINO	COMPLETE	0%	0%	4%	89%	100%
<b>Workstream 14</b> – Multiple NINO with different DOB	<b>334</b> records identified with a duplicate NINO but different DOB.	COMPLETE	100%	100%	100%	100%	100%

**LPP Project Status Report**

Project Name: Brent Data Cleanse Phase 1      Period Ending: 27/06/2019      Project Manager: James Wilday  
 Status for the Previous Period: Green      Status for the Current Period: Green

**Key Activities/Workstreams**

Activity/Workstream	Due Date	Number of Cases	% Complete	Status
Missing Contributions	30/06/2019	2033	100%	Complete
Missing Employer Code	30/06/2019	85	100%	Complete
Missing Member Status	30/06/2019	85	100%	Complete
Missing Final Salary (Active)	30/06/2019	577	100%	Complete
Missing Salary (Other)	30/06/2019	1823	100%	Complete
Missing CARE pots	30/06/2019	1345	100%	Complete
Missing Pensions	30/06/2019	429	70%	A/w Payroll output
Missing Postcode	30/06/2019	1858	44%	In Progress
Known Missing Leavers	30/06/2019	605	67%	In Progress
Known Missing Joiners	30/06/2019	796	100%	Complete
Missing PI Date	30/06/2019	1735	100%	Complete
Age Discrepancies	30/06/2019	77	100%	Complete
NINO Discrepancies	30/06/2019	107	100%	Complete
Multiple NINO - Different Date of Birth	30/06/2019	334	100%	Complete

**Status Summary**

- The workstreams shown above as 100% complete means that we have finished the review of all members within those workstreams and have carried out what remedial action we were able to. There will be members within all of these workstream that now require additional work that was not identified at the start of the project, i.e. we have identified a potential missing leaver.

- The completed workstreams also all have an element of the list that require further information from employers. The information required will be compiled into a list for each employer and the request will be sent.

- Through this review we have identified 1,419 potential leavers across all workstreams that had not been identified previously.

- The remaining Missing Postcode queries are all members with no address held on Altair. A small proportion of these are in respect of active members which we will contact employers for an up to date address. The rest will need to be traced by some other means.

- We have requested a report of LB Brent's pensions payroll which we will use to complete the missing information for the Missing Pensions workstream. This is because the documents held for each member is generally insufficient to recreate the pensions details screen on Altair.

**Planned Activities - Next 4 Weeks**

- Summary including a breakdown of each workstream's results and further action required will be provided to LB Brent.

- Lists of the additional information required from employers will be compiled and sent to the appropriate employer or payroll provider contacts. We propose to use LPP's mimecast facility to ensure this information is sent in an encrypted format but it will require employers/payroll providers to register with Mimecast in order to receive the email.

- The review of the Missing Leavers workstream is still currently in progress but will be finished but the end of 28th June 2019. This has had to wait for the completion of the Missing Joiners workstream as so of the missing leavers required an Altair record to be created.

**Key Achievements Since Previous Report**

**Key Risks and Issues**

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