

Essex Pension Fund Advisory Board	PAB 04
Date: 21 September 2022	

Essex Pension Fund Advisory Board (PAB) Annual Workplan

Report by the Compliance Manager

Enquiries to Amanda Crawford on 03330 321763

This Report is for noting

Executive Summary

This Report provides an update on the work undertaken in regard to the PAB Annual Workplan which was approved by the Essex Pension Fund Strategy Board (PSB) at their 18 March 2022 meeting.

The update shows that two of five tasks have been completed for the year.

1. Purpose of the Report

- 1.1 To provide the Board with a progress update on the work to be undertaken by the PAB as detailed in the PAB Annual Workplan.

2. Recommendation

- 2.1 That the Board note the content of the progress report at Appendix A.

3. Background

- 3.1 At the 18 March 2022 PSB meeting, the PSB approved the Fund's Three-Year Business Plan which incorporated the first edition of the PAB Annual Workplan.

4. PAB Annual Workplan

- 4.1 The PAB Annual Workplan identifies upfront key areas of activity that the PAB can assist and carry out throughout the year to support the work activities of the PSB and Fund Officers.
- 4.2 The areas of activities includes the:
- Role of the PAB;
 - Essex Pension Fund Communications Policy;
 - review of the new Fund Survey process;
 - work to be undertaken to ensure compliance with both:
 - The Pensions Regulator's (TPR) New Single Code; and
 - the pending Statutory Guidance that will be issued by Department for Levelling Up, Housing and Communities (DLUHC) in regard to the Scheme Advisory Board (SAB) Good Governance Project.
- 4.3 The Board have successfully completed the work associated with the Role of the PAB and the review of the Fund's Surveys.
- 4.4 The progress report against the Annual Workplan has been provided at Appendix A.

5. Link to Essex Pension Fund Objectives

- 5.1 Provide a high-quality service whilst maintaining value for money.
- 5.2 Ensure the Fund is managed and its services delivered by people who have the appropriate knowledge and expertise.
- 5.3 Act with integrity and be accountable to our stakeholders.
- 5.4 Deliver a high quality friendly and informative service to all beneficiaries and employers at the point of need.

- 5.5 Continually measure and monitor success against our objectives.
- 5.6 Ensure our communications are useful and easy to follow.

6. Risk Implications

- 6.1 Failure of governance arrangements to match up to statutory requirements and recommended best practice leads to financial loss and reputational damage.

7. Communication Implications

- 7.1 The PAB Annual Workplan is published on the Fund's website.
- 7.2 Other than ongoing reporting to the Board, there are no communication implications.

8. Finance and Resource Implications

- 8.1 None.

9. Background Papers

- 9.1 PAB Annual Workplan, PAB 08, 06 July 2022.
- 9.2 EPF Three Year Business Plan, PSB 04a, 18 March 2022.
- 9.3 PAB Annual Workplan, PAB 04, 18 March 2022.