

Appendix 2B - Service Plan Projects completed in 2022

Key Objectives

Administration Strategy

Key Objectives	Tasks	
Progress software developments with Heywood	Review processes to use portal and roll out to ER's inc training	Complete
	Hand back loading of files to ER's with tolerance limits	Complete
Revise Fire Service model	SLA to be approved by AFA & APF	Complete
Communication		Complete
Member digital engagement	Activate online ABS availability - Active members - PDF copies of the Annual pension (benefit) statements are now available to download from our online portal for Active members. Deferred members first had this facility in 2021.	Complete
Collateral Plan	Develop plan in event need to access assets outside QIF to support hedging strategies	Complete
Climate Change disclosures & monitoring	TCFD: Report in line with TCFD recommendations for 2021/22 year end reports	Complete
	ACT analysis	Complete
FRC Stewardship Code	annual FRC compliance statement	Complete
Monitoring of Brunel portfolios	Input as member of Brunel Client Group - agree responsibilities within team	Complete
Brunel 2022 Stocktake	To review & revise Brunel's Climate Policy. Fund officers and PC members will be involved /consulted. Outcome/new policy due 1Q23.	Complete
		Complete
Funding Strategy		Complete
Prepare FSS	Update policies for changes in regulations	Complete
Recruitment	Review resource requirements of Team	Complete
		Complete
Finance Strategy		Complete
Salary budgeting	Develop process for better monitoring of salary budget/vacancies	Complete
Improve Financial reporting to management team	Prepare standard monthly /quarterly reports	Complete
	New office accommodation	Complete
Governance		Complete
Action Plan from Good Governance Review	Conflicts of Interest Policy	Complete
	Training Strategy Policy	Complete
	Policy on Committee Representation - add to GCS	Complete
	Decision Making Matrix	Complete
	Add requirements of LGPS senior officer to TOR	Complete
Review of risk register	Annual Review format, content & process	Complete
Contract Retenders	New AVC contract with L&G	Complete