Essex Pension Fund Strategy Board
3 Year Business Plan
April 2018 to March 2021

Area of activity	2018/19	2019/20	2020/21
Governance			
Business plan	March for the following year	March for the following year	March for the following year
Members' knowledge and understanding • Training needs assessment (TNA) • Prepare & implement training strategy	Ongoing September	Ongoing	Ongoing
Governance review	March (starts)	March	March
Annual Statement of Accounts	July (draft) September (Final)	July (draft) September (Final)	July (draft) September (Final)
Employer Forum(s)	Spring/Summer	October (onwards)	Spring/Summer
Review scorecard & risk register	Quarterly	Quarterly	Quarterly
Administering Authority discretions and delegations review		September onwards (review)	
Employing Authority discretions and delegations review		September onwards (review)	
Communications policy review	July		July

Area of activity	2018/19	2019/20	2020/21
Investment			
Strategic asset allocation review	July & February	July & February	July & February
Asset/Liability study		March	
Investment Strategy Statement of review	As required	As required	As required
Review investment management fees	February	February	February
Individual manager review	Quarterly	Quarterly	Quarterly
Funding			
Actuarial Valuation 2019	Preparation	April – March	Implementation
Interim funding review	September		December
Funding Strategy Statement review	September	July – March	September
Admission/employer participation/bulk transfer policy	Ongoing	Ongoing	Ongoing
Administration			
LGPS reform – planning for administration changes	Ongoing	Ongoing	Ongoing
Review/Procurement of IT System	Ongoing (Phased installation)	Ongoing (Phased installation)	Ongoing (Phased installation)
End of year data exercise	April – August	April – August	April – August
Auto-enrolment / work based pensions	Re – enrolling Rolling Employer staging dates	Re – enrolling Rolling Employer staging dates	Re – enrolling Rolling Employer staging dates
Communications			
LGPS reform	Ongoing	Ongoing	Ongoing
Implement communications policy	Ongoing	Ongoing	Ongoing
infoBOARD and usage	Ongoing	Ongoing	Ongoing