Essex Pension Fund
3 Year Business Plan
April 2013 to March 2016

Area of activity	2013/14	2014/15	2015/16
Governance			
Business plan	March for the following year	March for the following year	March for the following year
Members' knowledge and understanding			
• Prepare & implement training strategy	December	December (Review)	December (Review)
• Training needs assessment (TNA)	Ongoing	Ongoing	Ongoing
Governance review	December	December	December
Effectiveness of Pension Fund Board	July	July	July
Annual Statement of Accounts	July (draft) September (Final)	July (draft) September (Final)	July (draft) September (Final)
Employer Forum(s)	October - March	April / May February	February
Review scorecard (risk register)	Quarterly	Quarterly	Quarterly
Review performance	Quarterly	Quarterly	Quarterly
Administering Authority discretions and delegations review		October-December	
Employing Authority discretions and delegations review		October-December	
Communications policy review	July	July	July

Area of activity	2013/14	2014/15	2015/16
Investment (Steering Committee)			
Strategic asset allocation review	July & February	July & February	July & February
Asset/Liability study	February		
Statement of Investment Principles review	June	October	October
Review investment management fees	July	July	July
Individual manager review	Quarterly	Quarterly	Quarterly
Funding			
Funding Strategy Statement	September	September	September
Actuarial Valuation 2013	September - March		
Interim funding review		September	September
Admission/employer participation/bulk transfer policy	Ongoing	Ongoing	Ongoing
Administration			
LGPS reform – planning for administration changes	Ongoing	April (go-live)	Follow up amendments
Review/Procurement of IT System	December-March	Ongoing	
End of year data exercise	July	July	July
Auto-enrolment / workbased pensions	ECC staging date 1/1/13 Rolling Employer staging dates	Rolling Employer staging dates	Rolling Employer staging dates
Communications			
LGPS reform	September – March	Ongoing	Ongoing
Implement communications policy	September – March	Ongoing	Ongoing
Introduce infoBOARD and develop usage	July-March	Ongoing	Ongoing