

# Essex Pension Fund

## 3 Year Business Plan

### April 2015 to March 2018

Area of activity	2015/16	2016/17	2017/18
<b>Governance</b>			
Business plan	March for the following year	March for the following year	March for the following year
Members' knowledge and understanding <ul style="list-style-type: none"> <li>Prepare &amp; implement training strategy</li> <li>Training needs assessment (TNA)</li> </ul>	September Ongoing	September Ongoing	September Ongoing
Governance review	December	September	September
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)	June	May (onwards)	May / June
Review scorecard (risk register)	Quarterly	Quarterly	Quarterly
Review performance	Quarterly	Quarterly	Quarterly
Administering Authority discretions and delegations review			September (review)
Employing Authority discretions and delegations review			September (review)
Communications policy review	December	December	December

Area of activity	2015/16	2016/17	2017/18
<b>Investment (Steering Committee)</b>			
Strategic asset allocation review	July & February	July & February	July & February
Asset/Liability study		February	
Statement of Investment Principles review	March	March	March
Review investment management fees	November	November	November
Individual manager review	Quarterly	Quarterly	Quarterly
<b>Funding</b>			
Funding Strategy Statement review	September	July - March	September
Actuarial Valuation 2016	Preparation	April - March	Implementation
Interim funding review	September		September
Admission/employer participation/bulk transfer policy	Ongoing	Ongoing	Ongoing
<b>Administration</b>			
LGPS reform – planning for administration changes	Follow up amendments	Ongoing	Ongoing
Review/Procurement of IT System	Ongoing (Phased installation)	Ongoing (Phased installation)	Review of effectiveness & development
End of year data exercise	July	July	July
Auto-enrolment / workbased pensions	Rolling Employer staging dates	Rolling Employer staging dates	Rolling Employer staging dates
<b>Communications</b>			
LGPS reform	Ongoing	Ongoing	Ongoing
Implement communications policy	Ongoing	Ongoing	Ongoing
Introduce infoBOARD and develop usage	Ongoing	Ongoing	Ongoing