Essex Pension Fund
3 Year Business Plan
April 2016 to March 2019

Area of activity	2016/17	2017/18	2018/19
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 • Training needs assessment (TNA)	September Ongoing	September Ongoing	September Ongoing
Governance review	September (onwards)	September	September
Annual Statement of Accounts	July (draft) September (Final)	July (draft) September (Final)	July (draft) September (Final)
Employer Forum(s)	October (onwards)	May / June	May / June
Review scorecard & risk register	Quarterly	Quarterly	Quarterly
Administering Authority discretions and delegations review		September (review)	
Employing Authority discretions and delegations review		September (review)	
Communications policy review	July	December	December
Investment			
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	February	February	February
Individual manager review	Quarterly	Quarterly	Quarterly

Area of activity	2016/17	2017/18	2018/19
Funding			
Funding Strategy Statement review	July - March	September	September
Actuarial Valuation 2016	April - March	Implementation	Preparation
Interim funding review		September	September
Admission/employer participation/bulk transfer policy		Ongoing	Ongoing
Administration			
LGPS reform – planning for administration changes	Ongoing	Ongoing	Ongoing
Review/Procurement of IT System	Ongoing (Phased installation)	Ongoing (Phased installation)	Review of effectiveness & development
End of year data exercise	April – August	April – August	April – August
Auto-enrolment / workbased pensions	Rolling Employer staging dates	Rolling Employer staging dates	Rolling Employer staging dates
Communications			
LGPS reform	Ongoing	Ongoing	Ongoing
Implement communications policy	Ongoing	Ongoing	Ongoing
infoBOARD and usage	Ongoing	Ongoing	Ongoing