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| Essex Pension Fund Strategy Board | PSB 09 |
| Date: 20 March 2024 | |

Schedule of Future Meetings and Events

Report by the Head of Fund Compliance and Governance

Enquiries to Amanda Crawford on 03330 321763

This Report requires a decision

Executive Summary

This report details the upcoming Board meeting dates for PSB Members to note and seeks agreement to the proposed 2025/26 meeting dates.

1. Purpose of the Report

- 1.1 To provide the Board with an update on the schedule of future meetings and events for 2024/25 and the proposed 2025/26 meeting dates for approval.

2. Recommendation

- 2.1 That the Board **agree** the provisional meeting dates for 2025/26 as stated in Section 6 of the report.
- 2.2 That the Board note the content of the report.

3. Background

- 3.1 The Board were made aware, at their meeting on 18 December 2019, that future meetings and events would be brought to each meeting to ensure, where applicable, these will be authorised according to internal Essex County Council (ECC) processes, formerly known as the Foreign Travel Committee.

4. Upcoming Event(s)

- 4.1 Fund Officers will continue to ensure a review of the advertised Conferences/ Seminars is carried out in line with the Knowledge and Skills Strategy, taking into consideration individuals' Training Needs Analyses and the Fund's carbon footprint, and will communicate any suitable Conferences either through emails and/or this Agenda Item.
- 4.2 There are no upcoming events that PSB Members should be made aware of at the time of writing this report. If any events are publicised after the March meeting, the Compliance Team will notify the Board via email.

5. Schedule of Future Meetings

- 5.1 The agreed Schedule of Future Meetings for municipal year 2024/25 is as follows:

| Pension Strategy Board | |
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| Wednesday 03 July 2024 | 10:00 – 13:00 |
| Wednesday 25 September 2024 | 10:00 – 13:00 |
| Wednesday 11 December 2024 | 10:00 – 13:00 |
| Wednesday 19 March 2025 | 10:00 – 13:00 |

- 5.2 The annual Back to Basics training has been scheduled for Friday 24 January 2025.

6. Proposed Schedule of Future Meetings

- 6.1 The proposed Schedule of Future Meetings for Municipal Year 2025/26 are:

| Pension Strategy Board | |
|-----------------------------|------------------------------|
| Wednesday 02 July 2025 | 10:00 – 13:00 (to be agreed) |
| Wednesday 24 September 2025 | 10:00 – 13:00 (to be agreed) |
| Wednesday 10 December 2025 | 10:00 – 13:00 (to be agreed) |
| Wednesday 18 March 2026 | 10:00 – 13:00 (to be agreed) |

- 6.2 The annual Back to Basics training has been scheduled for Friday 23 January 2026.

7. Finance and Resources Implications

- 7.1 If an event costs more than £500 for one member or £1,000 in total, then prior approval for any travel is compulsory by ECC.

8. Background Papers

- 8.1 Schedule of Future Meetings and Events, PSB 10, 13 December 2023.