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**Essex Pension Fund**  
**Investment Steering Committee (ISC)**  
**Appointment Sub Committee (ASC)**

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**Minutes of a meeting of the Essex Pension Fund Investment Steering Committee Appointment Sub-Committee held at 9:15am at County Hall, Chelmsford on 19 June 2015**

**Present**

Cllr R L Bass (Chairman)	Essex CC
Cllr N Hume (Vice Chairman)	Essex CC
Cllr N Le Gresley	Essex CC

The following were present in support of the meeting;

Keith Neale	Independent Adviser
Kevin McDonald	Director for Essex Pension Fund
Samantha Andrews	Investment Manager

**1 Membership**

As agreed by the Investment Steering Committee on 23 February 2015 the Membership of the Appointment Sub Committee was noted as:

Cllr R L Bass (Chairman)  
Cllr N Hume  
Cllr N Le Gresley

**2 Apologies for Absence**

There were none.

**3 Declarations of Interest**

There were none.

**4 Urgent Part 1 Business**

There were none.

**5 Exclusion of the Public**

Resolved:

That the Public (including the press) be excluded from the meeting during consideration of the following items on the grounds that they involve the likely disclosure of exempt information as specified in Part 1 of Schedule 12A of the Local Government Act 1972:

- Procurement of Independent Investment Adviser;
- Interview: Keith Percy;
- Interview: William Bourne; and
- Interview: Mark Stevens

**6 Procurement of Independent Investment Adviser (IIA)**

(Press and public excluded)

Kevin McDonald took the Committee through a presentation which outlined the selection process to date. Eight candidates had been interviewed by Keith Neale, Kevin McDonald and Samantha Andrews and the three with the highest scores had been shortlisted for interview by the ASC. Kevin also highlighted the process for the interviews. It was noted that each applicant had been instructed that the interview would be approximately 30 minutes in length.

The presentation was noted.

**7 Interview: Keith Percy**

(Press and public excluded)

The Committee interviewed Keith Percy.

**8 Interview: William Bourne**

(Press and public excluded)

The Committee interviewed William Bourne.

**9 Interview: Mark Stevens**

(Press and public excluded)

The Committee interviewed Mark Stevens.

**10 IIA appointment**

(Press and public excluded)

After a full deliberation the Committee **agreed that:**

- Mark Stevens be formally appointed to the position of Independent Investment Adviser to the Essex Pension Fund;
- Officers to make the necessary contractual arrangements for the successful candidate; and
- inform all other candidates of the Committee's decision.

**11 Urgent Part II Business**

(Press and public excluded)

There were none.

There being no further business, the meeting closed at 11:45am.

Chairman  
22 July 2015