



Essex County Council

**Governance Team
Finance Directorate
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Essex Pension Fund Board

**Date: Wednesday 7 March 2012
Time: 2.00pm
Venue: Committee Room 2**

Please note that pre-meeting training on Staff Transfers and Employer Issues, for all Board Members, will be held in Committee Room 2 between 12 noon and 1pm.

Secretary to the Board: Judith Dignum, Governance Team Manager
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Committee Officer: Graham Hughes
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Agenda

This meeting is open to the public and the press. The agenda is also available on the Essex County Council website, www.essex.gov.uk; in the 'Get Involved' box on the Home Page click on 'Council Meetings and Decisions', then on 'Committee Management Information System (CMIS)' and select 'View Committees'. Finally, scroll down the list to Essex Pension Fund Board, click the 'meetings' tab and select the date of the Board.

Please advise the Governance Team Manager or the Committee Officer in advance of the meeting if you require assistance with any of the following:

- documents in alternative formats such as large print, Braille, on disk, in alternative languages or easy read
- specific access requirements such as a need for induction loops, a signer or level access



Essex County Council

Agenda

Part I

(Business to be taken in public)

1. Apologies for Absence

To report the receipt (if any)

2. Smaller Employing Bodies Representative

To receive a report (EPB/01/12) by the Secretary to the Board on the Election of a Smaller Employing Bodies Representative, which was held at the Employer Forum on 20 January 2012, and to welcome the successful candidate, Jenny Moore, Business Manager at Billericay School, to this, her first meeting.

3. Declarations of Interest

Any declarations of interest to be made by members of the Committee during the meeting will be noted at this stage

4. Minutes

To approve as a correct record the minutes of the Board meeting held on 14 December 2011 (attached)

Funding

5. Pension Reform update

To receive an oral update from the Fund Actuary.

6. Update on Emerging Employer Issues

To consider a report from the Executive Director for Finance (EPB/02/12).

Governance

7. Update on Pension Fund Activity

A 2011/12 Business Plan

B Risk Management

C Measurement against Fund Objectives - Scorecard

To consider a joint report (EPB/03/12) by the Pensions Services Manager and Group Manager Investments..

8. 2012/13 Business Plan

To receive a joint report (EPB/04/12) by the Head of Investments and Pensions Services Manager. **(Report to follow)**

9. Treasury Management Strategy

To consider a report (EPB/05/12) by the Executive Director for Finance.

10. Feedback from Employer Forum

To consider a report (EPB/06/12) by the Pensions Services Manager.

11. Pension Fund Board Web Based Facility

To consider a joint report (EPB/07/12) by the Group Manager Investments.

12. Annual Review of Member Attendance

To consider a report (EPB/08/12) by the Secretary to the Board.

Investments

13. Investment Steering Committee (ISC) Quarterly Report

To consider a report (EPB/09/12) by the Head of Investments.

Communications

14. Communications Strategy

To consider a report (EPB/10/12) by the Pension Services Manager.

Administration

15. Review of AVC arrangements

To consider a report (EPB/11/12) by Pensions Services Manager.

16. Essex Pension Fund Administration Strategy

To consider a report (EPB/12/12) by the Pensions Services Manager.

Other Issues

17. Forward Look

To consider a report (EPB/13/12) by the Secretary to the Board

18. Date of Next Meeting

The next two meetings have been scheduled as follows:

2pm on Wednesday 16 May 2012 – Training Event

2pm on Wednesday 11 July 2012 – Board meeting (with pre-meeting training at 12pm)

19. Urgent Part I Business

To consider any matter which, in the opinion of the Chairman, should be considered as a matter of urgency by reason of special circumstances (to be specified).

20. Exclusion of the Public

To consider whether the public (including the press) should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 (exclusion is recommended for the items set out in Part II below).

Part II

(Business to be taken in private)

21. Urgent Exempt Business

To consider in private any other matter which, in the opinion of the Chairman, should be considered as a matter of urgency by reason of special circumstances (to be specified).
