
Essex Pension Fund **Investment Steering Committee (ISC)**

Minutes of a meeting of the Essex Pension Fund Investment Steering Committee held at 2:00pm at County Hall, Chelmsford on 14 June 2017

Present

Cllr S Barker (Chairman)	Essex CC
Cllr S Canning*	Essex CC
Cllr A Goggin	Essex CC
Cllr G Mohindra	Essex CC
Cllr K Smith	Essex CC
Cllr C Souter	Essex CC

**Cllr Canning participated in the meeting via conference call*

Cllr C Riley (Observer representing scheme employers)	Castle Point District Council
Sandra Child (Observer representing scheme employees)	UNISON

The following Advisers were present in support of the meeting;

Mark Stevens	Independent Adviser
Matt Woodman	Hymans Robertson
Rebecca Craddock-Taylor	Hymans Robertson

The following Officers were present in support of the meeting;

Kevin McDonald	Director for Essex Pension Fund
Jody Evans	Head of Essex Pension Fund
Samantha Andrews	Investment Manager

The following Essex Pension Fund Advisory Board (PAB) member was present as observer of the meeting:

Paul Hewitt	Deferred Member
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1 Membership

The Committee's membership, as agreed at the annual meeting of Essex County Council on 16 May 2017 was noted as follows:

5 Conservative Group: 1 Labour Group: 1 Non-aligned Group

Cllr Susan Barker: Conservative Group
Cllr Stephen Canning: Conservative Group
Cllr Alan Goggin: Conservative Group
Cllr Gagan Mohindra: Conservative Group
Cllr Lee Scordis: Labour Group
Cllr Kerry Smith: Non-aligned Group
Cllr Clive Souter: Conservative Group

Conservative Group substitutes: Cllr John Spence, Cllr Louise McKinlay
Labour Group substitute: Cllr Allan Davies

In addition the Committee also has the following observers nominated by their membership of Essex Pension Fund Strategy Board:

Mrs Sandra Child (UNISON) – representing scheme members
Cllr Colin Riley (Castle Point Council) – representing scheme employers

It was also noted that the Essex Pension Fund Advisory Board had yet to formally nominate its two observers to the Committee.

2 Chairman

It was noted that on 16 May 2017, Cllr Susan Barker was formally appointed at the annual meeting of Essex County Council, Chairman of the Essex Pension Fund Strategy Board and the Essex Pension Fund Investment Steering Committee.

3 Appointment of Vice Chairman

It was agreed that Cllr Stephen Canning be appointed Vice Chairman.

4 Apologies for absence

Apologies were received from Cllr L Scordis (Essex CC).

It was also noted that PAB Member Mark Paget was unable to attend.

5 Terms of Reference

Kevin McDonald explained that the Terms of Reference had been updated to reflect the requirement of the Fund to produce an Investment Strategy Statement, replacing the requirement to produce a Statement of Investment Principles. In addition the Terms of Reference had been reordered to better reflect the Committee's responsibilities.

The Committee **agreed:**

- the updated Terms of Reference;
- that the Constitution be amended accordingly; and
- that the report be noted.

6 Declaration of Interest

Cllr Riley declared that he is in receipt of a LGPS pension.

7 Arrangements for future meeting

The Committee confirmed a schedule of meetings for the municipal year 2017/18.

(2:00pm start unless stated)

Wednesday 14 June 2017

Wednesday 19 July 2017

Wednesday 18 October 2017 (full day, may be subject to change)

Wednesday 15 November 2017

Wednesday 21 February 2018

Wednesday 7 March 2018

8 Minutes

The minutes of the meeting of the Committee which took place on 4 April 2017 were approved as a correct record.

It was noted the Chairman's decision to put back the consideration of Investment Strategy Statement to the July ISC meeting.

9 LGPS Conferences

Kevin McDonald, Director for Essex Pension Fund Kevin highlighted to the Committee forthcoming 2017/18 conferences and external courses in particular that of the LGC investment Summit taking place in September 2017. It was noted that conference attendance was an appropriate form of LGPS training and that agreement in principle was given for members who wished to attend one of the events listed below.

LGA LGPS Conference, Bournemouth, 29/30 June 2017

LGC Investment Summit – Celtic Manor, Newport, South Wales 7/8 September 2017

LGC Investment Seminar – Carden Park, Chester 1/2 March 2018

PLSA Local Authority Conference – Cotswolds, Gloucestershire. May 2018

Members were asked to contact Officers if they would like to attend.

The report was noted.

10 Support Arrangements

Kevin McDonald, highlighted that at the last ISC meeting on 4 April 2017 it was acknowledged that the Fund would be losing considerable experience with the retirement of several long standing ISC Members.

In view of this initial discussions had taken place on whether former Chairman Mr Rodney Bass might support the Committee in the short term as a Specialist Consultant The proposed role would include contributing at meetings providing insight and background, in particular for the new ISC Members, into past decisions taken by the ISC prior to the May 2017 elections, with specific reference to: the Fund's investment strategy and strategic allocation; the Fund's engagement with Government regarding the 2015 pooling criteria; and membership and development of the ACCESS pool.

It was **agreed that**:

- a temporary fixed term Specialist Consultant role be created;
- the term of contract be until 31 December 2017;
- the remuneration be in line with the independent investment adviser attendance of meetings; and
- Cllr Barker, Chairman of the ISC on behalf of the Committee contact Mr Bass outlining the proposal and role.

11 Urgent Part 1 Business

Investment Pooling Arrangements

It was highlighted that at its meeting on 14 February 2017, full Council had noted that it would be asked to approve an Inter Authority Agreement (IAA) at a future Council meeting once the shadow ACCESS Joint Governance Committee (ACCESS Chairmen) had received clarity from the Minister and then made a final recommendation on either a Collective Investment Vehicle (CIV) or Collective Joint Procurement (CJP).

The Ministers 22 March letter was considered by the ACCESS Chairmen as being sufficient for recommending ACCESS pursuing the CIV approach to pooling.

At its meeting on 16 May 2017, full Council agreed that Essex be a signatory on ACCESS IAA.

The verbal update was noted.

ACCESS Joint Governance Committee

It was agreed that Cllr Barker would be the representative for Essex at ACCESS Joint Governance Committee. In Cllr Barker's absence Cllr Canning would act as deputy.

ECC Initiatives

Cllr Barker brought to the Committee's attention Essex County Council's initiative to move towards 'paperless' agendas. Cllr Barker recognised that not all Members of the Committee at present had the digital capacity and that some paper copies may still be required.

The Committee also discussed the possibility of ISC meetings being recorded/webcast. It was noted that a lot of the ISC's business is Part 2 and therefore held in private.

It was **agreed that**:

- ISC Agenda's will be electronically sent to Essex County Council (ECC) Members and that paper copies continue in the interim to be sent to non ECC Members. Paper copies will continue to be made available at each meeting; and
- Officers investigate the feasibility of broadcasting meetings.

12 Exclusion of the Public

(Press & Public excluded)

There were no Part II items for the ISC to consider.

13 Urgent Exempt Business

(Press & public excluded)

There was none.

There being no further business, the meeting closed at 2:20pm.

Training sessions were subsequently held on:

- investments and the Fund's approach to asset allocation and portfolio construction; and
- ACCESS and engagement with the Government's pooling agenda

Chairman
19 July 2017