

<b>Essex Pension Fund Board</b>	<b>EPB/14/12</b>
<b>date: 11 July 2012</b>	

## **Membership and Terms of Reference**

Report by Secretary to the Board

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Enquiries to Judith Dignum, 01245 430044, ext 20044

### **1. Purpose of the Report**

1.1 To note the Board's membership and terms of reference.

### **2. Recommendation**

2.1 That the Board note the report.

### **3. Background**

- 3.1 In accordance with usual practice, as this is the first meeting of the Municipal Year the Board's membership and Terms of Reference are attached as Appendices A and B respectively for Members' information.

### **4. Link to Essex Pension Fund Objectives**

- 4.1 This information will assist the Board in achieving the following Fund objective:
- Ensure the Pension Fund is managed and its services delivered by people who have the appropriate knowledge and expertise

### **5. Risk Implications**

- 5.1 An uninformed membership may offer inadequate leadership and make decisions which do not take account of relevant factors.

### **6. Communication Implications**

- 6.1 None

### **7. Finance and Resources Implications**

- 7.1 None

### **8. Background Papers**

- 8.1 None

**Essex Pension Fund Board  
Membership (as at 2 July 2012)**

<b>Representing</b>		<b>Term of Office</b>
<b>Essex County Council (5:1)</b>		
Councillor R L Bass (Chairman)	Conservative	Until 2013 CC elections
Councillor J Aldridge	Conservative	"
Councillor D M Finch (Deputy Chairman)	Conservative	"
Councillor N J Hume	Conservative	"
Councillor M C Lager	Conservative	"
Councillor Mrs S Barker (Named substitute)	Conservative	"
Councillor M Mackrory	Liberal Democrat	"
<b>District/Borough Councils in Essex (2)</b> (nominated by Essex Borough and District Leaders' Group)		
Cllr J Archer		4 years (from May 2011 until 2015 District/Borough Council elections)
Cllr Mrs P A Challis		"
<b>Unitary Councils in Essex (2)</b>		
Councillor Martin Healy	Thurrock Council	4 years (from May 2011 until 2015 Unitary Authority elections)
Councillor Brian Kelly	Southend-on-Sea BC	"
<b>Essex Police Authority (1)</b>		
Councillor Simon Walsh	Essex CC	4 years, from June 2011 until end June 2015
<b>Essex Fire Authority (1)</b>		
Councillor Eddie Johnson	Essex CC	4 years, from June 2011 until end June 2015
<b>Scheme Members (1)</b> (nominated by UNISON)		
Mr Keith Blackburn		4 years from date of appointment (26/09/11 until 25/09/15)
<b>Smaller Employing Bodies (1)</b>		
Mrs Jenny Moore		2 years, from Employer Forum 2012 until Employer Forum 2014
<b>Total</b>	<b>14</b>	

**Essex Pension Fund Board**

**Terms of Reference**

1. To exercise on behalf of the Council all of the powers and duties of the Council in relation to its functions as Administering Authority of the Essex Pension Fund except where they have been specifically delegated by the Council to another Committee or to an officer; this will include the following specific functions:
2. To monitor and oversee the work of the Investment Steering Committee through its quarterly reports.
3. To monitor the administration of the Pension Scheme, including the benefit regulations and payment of pensions and their day to day administration including the Internal Disputes Resolution Procedures, and ensure that it delivers best value and complies with best practice guidance where considered appropriate.
4. To exercise Pension Fund discretions on behalf of the Administering Authority.
5. To determine Pension Fund policy in regard to employer admission arrangements.
6. To determine the Pension Fund's Funding Strategy and approve its Funding Strategy Statement.
7. To receive periodic actuarial valuation reports from the Actuary.
8. To coordinate Administering Authority responses to consultations by Central Government, professional and other bodies.
9. To consider any views expressed by employing organisations and staff representatives.