

Essex Pension Fund Board	EPB/10/11
date: 29 June 2011	

Membership and Terms of Reference

Report by Governance Team Manager

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 As this is the first meeting of the Board under the revised membership arrangements, the 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 Meeting of Essex County Council 10 May 2011 – Report of Council Issues

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.

**Essex Pension Fund Board
Membership (as at 21 June 2011)**

Representing		Term of Office
Essex County Council (5:1)		
Councillor R L Bass (Chairman)	Conservative	4 years (from 16.06.09 until 2013 County Council elections
Councillor Mrs T M Chapman	Conservative	"
Councillor D M Finch (Deputy Chairman)	Conservative	"
Councillor N J Hume	Conservative	"
Councillor M C Lager	Conservative	"
Councillor J Aldridge (named substitute)	Conservative	"
Councillor T C Smith-Hughes	Liberal Democrat	"
District/Borough Councils in Essex (2) (nominated by Essex Borough and District Leaders' Group)		
Vacancy		4 years (from May 2011 until 2015 District/Borough Council elections)
Vacancy		"
Unitary Councils in Essex (2)		
Councillor Martin Healy	Thurrock Council	4 years (from May 2011 until 2015 Unitary Authority elections)
Councillor Brian Kelly	Southend-on-Sea BC	"
Essex Police Authority (1)		
Councillor Simon Walsh	Essex CC	4 years, from June 2011 until end June 2015
Essex Fire Authority (1)		
Councillor Eddie Johnson	Essex CC	4 years, from June 2011 until end June 2015
Scheme Members (1) (nominated by UNISON)		
Vacancy		4 years from date of appointment
Smaller Employing Bodies (1) (nominated by the Employers Forum, following a ballot of eligible employers in attendance)		
Vacancy		2 years, from Employer Forum 2011 until Employer Forum 2013
Total	14	