

Essex Pension Fund Strategy Board	EPB/06/15
date: 8 July 2015	

Membership and Terms of Reference

Report by Secretary to the Board

Enquiries to Ian Myers, 033301 34575

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.

2.2 That the Board nominate the Employer observer on the Investment Steering Committee

3. Background

- 3.1 In accordance with usual practice, as this is the first meeting of the Municipal Year the Pension Strategy Board's (PSB's) membership and Terms of Reference are attached as Appendices A and B respectively for Members' information.
- 3.2 In addition, membership details of the Pension Advisory Board are attached in Appendix C.

4. Observer arrangements

- 4.1 In establishing the PAB revisions have been made to the overall governance structure. These include arrangements for observers which are detailed below:

	Investment Steering Committee (ISC)	Pension Strategy Board (PSB)	Pension Advisory Board (PAB)
Total Membership	7	11	9
PSB Employer Observer	1 TBC		
PSB Scheme Member Observer	K Blackburn		
PAB Employer Observer	1 TBC	1 TBC	
PAB Scheme Member Observer	1 TBC	1 TBC	
Maximum potential additional observers	9	7	11
GRAND TOTAL	20	20	20

- 4.2 Whilst the membership of the PSB is now known in full, the PSB is required to nominate the employer observer to the ISC. **It is therefore recommended** that the PSB nominate an employer observer to the ISC.
- 4.3 The scheme member observer remains Mr K Blackburn (for the remainder of his term).

5. Link to Essex Pension Fund Objectives

- 5.1 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

6. Risk Implications

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

7. Communication Implications

- 7.1 None

8. Finance and Resources Implications

- 8.1 None

9. Background Papers

- 9.1 None

**Essex Pension Fund Strategy Board
Membership (as at 8 July 2015)**

Representing	Term of Office	
Essex County Council (4:1:1:1)		
Councillor R L Bass (Chairman)	Conservative	Until 2017 CC elections
Councillor S Barker	Conservative	"
Councillor S Canning	Conservative	"
Councillor K Clempner	Labour	"
Councillor N Le Gresley	UKIP	"
Councillor N J Hume (Deputy Chairman)	Conservative	"
Councillor J Whitehouse	Liberal Democrat	"
<u>Named substitutes:</u>		
Councillor W Archibald	Labour	"
Councillor K Bobbin	Labour	"
Councillor J Huntman	UKIP	"
Councillor M Mackrory	Liberal Democrat	"
Councillor J Spence	Conservative	"
District/Borough Councils in Essex (1) (nominated by Essex Borough and District Leaders' Group)		
Councillor C Riley	Castle Point Council	Until 2019 District/Borough Council elections)
Unitary Councils in Essex (1)		
Councillor A Woodley	Southend-on-Sea Borough Council	
Smaller Employing Bodies (1)		
Mrs Jenny Moore	The Billericay School	4 years, from Employer Forum 2015 until Employer Forum 2019
Scheme Members (1) (nominated by UNISON)		
Mr Keith Blackburn		4 years from date of appointment (26/09/11 until 25/09/15)
Total	11	

EXTRACT FROM ESSEX COUNTY COUNCIL CONSTITUTION:

8.1.6 Essex Pension Fund Strategy Board

Membership: 11 members consisting of seven Members of the Council, one member representing Borough, City and District Councils in Essex, one member representing Southend-on-Sea and Thurrock Unitary Councils, one member representing other Employing Bodies nominated by the Employer Forum and one member representing Scheme Members nominated by Unison.

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:

- (i) to monitor and oversee the work of the Essex Pension Fund Investment Steering Committee through its quarterly reports;
- (ii) 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;
- (iii) to exercise Pension Fund discretions on behalf of the Administering Authority;
- (iv) to determine Pension Fund policy in regard to employer admission arrangements;
- (v) to determine the Pension Fund's Funding Strategy and approve its Funding Strategy Statement;
- (vi) to receive periodic actuarial valuation reports from the Actuary;
- (vii) to co-ordinate Administering Authority responses to consultations by Central Government, professional and other bodies; and
- (viii) to consider any views expressed by employing organisations and staff representatives.

**Essex Pension Fund Advisory Board
Membership (as at 30 June 2015)**

Representing	
Councillor S Walsh	Conservative
District/Borough Councils in Essex (1) (nominated by Essex Borough and District Leaders' Group)	
Councillor J Galley	Chelmsford City Council
Unitary Councils in Essex (1)	
Councillor B Johnson	Thurrock Borough Council
Smaller Employing Bodies (1)	
Mr James Durrant	Essex Fire Authority
Scheme Members (1) (nominated by UNISON)	
Mr Keith Flowers	
Scheme Members (3)	
1. To be confirmed	
2. To be confirmed	
3. To be confirmed	
Independent Chairman (1)	
Nicola Mark	Norfolk Pension Fund
Total	9