



meeting

ADMINISTRATION COMMITTEE

date

20 OCTOBER 2004

agenda item number

REPORT OF THE DIRECTOR OF RESOURCES

LOCAL AUTHORITY PENSION FUND FORUM
ANNUAL CONFERENCE

1. Purpose of the Report

- 1.1 To consider the attendance of one Member and one Officer at this Conference to be held at Bournemouth on 1-3 December 2004.

2. Information and Advice

- 2.1 Approval is sought within the terms of the Councils Conference and Travel Policy for two places to be booked at this conference. Urgent approval is required because there are a limited number of places reserved at the conference hotel.
- 2.2 Attendance at/participation in this event has been considered under paragraph 3 of that policy.
- 2.3 The Nottinghamshire Pension Fund is one of the 32 local authority pension funds which belong to the Local Authority Pension Fund Forum (LAPFF). The mission of LAPFF is to promote best practice in corporate governance so that shareholder values can be enhanced in the medium-term. The membership subscription includes two free places at the annual conference, and attendance at this conference allows information to be obtained about current issues from both UK and international speakers.

2.4 The costs associated with the above event are as follows:

<u>Description</u>	<u>Amount</u>
	<u>£</u>
Conference Fee	Nil
Travelling Expenses	200
Accommodation	340
	540

The costs can be met from the budget for Trustee Training and Activities held by the Pension Fund.

2.5 The travelling expenses shown are for travel by car.

2.6 The County Council's representatives would be staying at the conference hotel so that they are closer to the business of the event. A special rate of £100 per night (including VAT) has been negotiated by the conference organisers.

3. Statutory and Policy Implications

This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, Crime and Disorder and those using the service. Where such implications are material, they have been described in the text of the report.

4. Recommendation

4.1 Approval be given to the attendance of one Member and one Officer at the Annual Conference of the Local Authority Pension Fund Forum.

Legal Comments (JF)

The Administration Committee has the delegated authority to approve Members at conferences and seminars. The Committee must consider what benefits would accrue to the Authority by authorising attendance at this conference and whether such benefits could be achieved in any other way. Additionally as the use of a private car is proposed approval for this must be determined in accordance with the Travel and Conference Policy. Officers travel must be approved in accordance with Departmental procedures.

Background Papers Available for Public Inspection

Conference Details.

Electoral Division(s) Affected

All.

Reports administration committee – 22 sept 2004