



**Open Report on behalf of Andrew Crookham, Executive Director – Resources**

Report to:	<b>Lincolnshire Pension Board</b>
Date:	<b>18 March 2021</b>
Subject:	<b>Pension Board Membership</b>

**Summary:**

This report sets out the Pension Board roles that are up for appointment in July and the process to be followed.

**Recommendation(s):**

That the Board consider and note the report.

**Background**

- 1 The Public Service Pensions Act 2013, which created the requirement for a Local Pension Board, stated that the membership of the Pension Board must have an equal number of scheme member representatives and employer representatives. Following consultation in 2015, it was agreed that the Lincolnshire Pension Board would have two of each member.
- 2 The terms of reference for the Pension Board states that each role would have a term of office of four years, however the initial appointments staggered the terms for one of each representative type, to ensure continuity of knowledge on the Board. There is no limit to the number of terms that a Board member can remain in office.
- 3 One of each role is up for renewal in July this year, and the paragraphs below set out the appointment process to be followed for each role, and which specific role is up for renewal.

**Scheme Member Representatives**

- 4 The terms of reference states that:

*Member representatives shall either be scheme members or have capacity to represent scheme members of the Fund.*

*Member representatives should be able to demonstrate their capacity to attend and complete the necessary preparation for meetings and participate in training as required.*

*Substitutes shall not be appointed.*

*A total of two member representatives shall be appointed, of which:*

- a. One member shall be appointed following a transparent recruitment process which should be open to all Fund members and be approved by the Administering Authority; and*
- b. One member will be nominated and appointed by the local trade unions through their own agreed process.*

- 5 The non-union scheme member representative role now up for renewal is the one recruited through a transparent process open to all Fund members. This is currently undertaken by David Vickers, who has served for two terms of office covering six years, as his initial term was reduced to two years to stagger appointments.
- 6 To ensure as many scheme members as possible are aware of the opportunity, a number of mediums have been used:
  - A notice was placed on the shared website with WYPF under the main news section;
  - Information will be provided in the Active Members newsletters that will be sent out in Spring; and
  - Information will be sent to all pensioner members in the correspondence they receive each year in April.
- 7 Any person interested is offered an informal chat with the Head of Pensions, and if they wish to nominate themselves they are required to submit a brief note covering why they are interested, some background information, how they would represent scheme members and detailing any similar or relevant experience they may have had. The closing date for nominations is 31 May 2021.
- 8 Following that date, the Administering Authority will consider the submissions and appoint the Scheme Member Representative Board member ahead of the 15 July meeting.

### **Employer Representatives**

- 9 The terms of reference states:

*Employer representatives shall be office holders or senior employees of employers in the Fund or have experience of representing scheme employers in a similar capacity. No officer or elected member of the Administering Authority who is responsible for the discharge of any function*

*of the Administering Authority under the Regulations may serve as a member of the Board.*

*Employer representatives should be able to demonstrate their capacity to attend and complete the necessary preparation for meetings and participate in training as required.*

*Substitutes shall not be appointed.*

*A total of two employer representatives shall be appointed to the Board by the Administering Authority.*

*One place will be taken by Lincolnshire County Council, as the employer with the highest number of active, pensioner and deferred members.*

*All other employers will have been asked to submit their interest in undertaking the other role of employer representative on the Board.*

- 10 The employer representative role now up for renewal is the one recruited from Lincolnshire County Council. This is currently undertaken by Cllr Mark Whittington, who has served for one term of office covering four years.
- 11 The Administering Authority will seek representation from the Council following the May Council elections, and appoint the Employer Representative Board member ahead of the 15 July meeting.

### **Conclusion**

- 12 Two roles of the Pension Board are up for renewal from July 2015, namely the non-union Scheme Member Representative and the Employer Representative from Lincolnshire County Council.
- 13 Following the recruitment process set out above, the individuals appointed will be welcomed to the 15 July Board meeting.

### **Consultation**

#### **a) Have Risks and Impact Analysis been carried out?**

Yes

#### **b) Risks and Impact Analysis**

The Pension Fund has a risk register which can be obtained by contacting the author of this report.

## **Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Jo Ray, who can be contacted on 01522 553656 or [jo.ray@lincolnshire.gov.uk](mailto:jo.ray@lincolnshire.gov.uk) .