

## The Local Pension Board

### The role of the board

The responsibility of the Board, as defined by sections 5(1) and (2) of the Public Service Pensions Act 2013, is to assist the Administering Authority as Scheme Manager in ensuring the effective and efficient governance and administration of the Local Government Pension Scheme (LGPS) including:

- securing compliance with the LGPS Regulations and other legislation relating to the governance and administration of the LGPS;
- securing compliance with requirements imposed in relation to the LGPS by the Pensions Regulator; and,
- such other matters as the LGPS Regulations may specify.

The Administering Authority retains ultimate responsibility for the administration and governance of the scheme. The role of the Board is to support the Administering Authority to fulfil that responsibility and secure compliance with any requirements imposed by the Pensions Regulator.

In its role, the Board will have oversight of the administration and governance of the Fund including:

- the direction of the Fund and its overall objectives;
- the administration of benefits and contributions.

### Membership

The Leicestershire Local Pension Board will consist of six voting members as follows:

- Three Employee Representatives
- Three Employer Representatives

Employee representatives shall be appointed by a vote at the Fund's Annual General Meeting and will normally serve a term of three years, provided that they remain members of the Scheme, but shall be free to stand for re-election at the end of that period providing they are still members of the Fund.

A reserve employee representative shall also be appointed at the Fund's AGM. The reserve representative will act as a substitute at meetings of the Board where an elected employee representative is unable to attend.

## **What does a staff representative do?**

Staff representatives play an important part in the governance and administration of the Fund in ensuring that it is well managed by asking questions, making comments and suggestions and to generally observe that the administration of the Fund during Board meetings.

Staff representatives are not responsible for communicating with pension scheme members but are able to represent the views of scheme members in respect of the management of the Fund.

## **Workload**

The Local Pension Board has 4 meetings a year, which generally start at 9.30 and finish at around 11.

The Pension Fund has no ability to compel an employer to release an employee so that they can fulfil the responsibilities of a staff representative but will use its influence to recommend that facility time is granted to staff representatives. It is, however, for individuals to come to an arrangement with their employer if they are interested in fulfilling the role.

## **Skills required**

There are no specific qualifications or skills that would be deemed necessary for a staff representative. An interest in the role of the Board is obviously an advantage, but training will be given to assist in carrying out the responsibilities successfully.

The Pension Fund may meet reasonable expenses of the Board, such as the cost of any training events and travelling expenses that are associated with the training. Such expenses will be met by the Fund and have regard to the Administering Authorities Members' Allowance Scheme.