**Role of the Pension Board**

The Role of the Pension Board is defined in regulation 106 (1) of the LGPS Regulations 2013 (as amended) as follows:

***106.****—(1) Each administering authority shall no later than 1st April 2015 establish a pension board (“a local pension board”) responsible for assisting it—*

*(a)to secure compliance with—*

*(i)these Regulations,*

*(ii)any other legislation relating to the governance and administration of the Scheme and any connected scheme, and*

*(iii)any requirements imposed by the Pensions Regulator in relation to the Scheme and any connected scheme; and*

*(b)to ensure the effective and efficient governance and administration of the Scheme and any connected scheme.*

Regulation 106(8) goes on to state the following:

*(8) A local pension board shall have the power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.*

**Role of the Board Chair**

1. Assisting to secure compliance with all relevant regulations and guidance concerned with the operation of the Pension Scheme, including the TPR General Code of Practice and the Fit for the Future requirements.
2. Assisting to ensure effective governance and administration is in place and is reviewed as necessary.
3. Assisting to ensure members are appointed and act in accordance with the Fund Conflicts of Interest Policy and relevant code of practice and to personally model this.
4. To Chair meetings of the Board, encouraging inclusive participation and constructive questioning and debate whilst giving officers the opportunity to respond and provide further information or advice as necessary with a view to reaching consensus decisions where possible; if this is not possible, ensuring any decision reached by vote is recorded and published.
5. To develop effective working relationships with officers and to collaborate on certain areas of Fund operations including but not limited to:
6. Training Plan Development and Delivery
7. Board Annual Report Drafting
8. Forward and Business Plans Drafting
9. Reviewing Board Terms of Reference periodically
10. Providing insight and advice on Breaches of the Law
11. Ensuring the Fund Conflicts of Interest Policy and Process is being operated effectively
12. To keep abreast of pressures and developments affecting the administering authority and assisting to seek to secure adequate resourcing for effective service delivery by advocacy.
13. To attend Committee meetings in an advisory capacity – the Committee are required to have regard to advice and insight provided by the Board.

**Person Specification**

1. Ability to absorb and articulate complex regulatory requirements to a variety of stakeholders
2. Ability to Chair meetings effectively
3. Excellent Communication Skills
4. Ability to act as an advocate for securing sufficient resources for effective Fund operations
5. Ability to work in partnership with Board members, Officers and the Committee.
6. Ability to ensure compliance with the Fund Conflicts of Interest Policy and process.
7. Ability to mentor Board colleagues as required.
8. Ability to attend relevant training as required.

**Experience / Qualifications**

1. Substantial experience of the operation of the LGPS
2. Comprehensive knowledge of the wider pensions landscape
3. Membership of a related professional body or relevant experience
4. Experience of undertaking chairing duties