

# Enhance your skills as a Scheme Member Representative

Would you like a say in the governance of your pension? Are you interested in helping the scheme run well for all its members? Do you have the ability to be objective, able to work in a team and to analyse information effectively? If so, why not join us!

The Cambridgeshire Pension Fund Board assists Cambridgeshire County Council in managing the Local Government Pension Scheme (LGPS). The Board has six members: three Employer Representatives and three Scheme Member Representatives (also referred to as Employee Representatives).

## About the role

You do not need to be a pensions expert! The Board is responsible to ensure the scheme is compliant with the regulations and other governance and administration legislation set by the Pension Regulator. The Board reviews the decisions of the Pension Fund Committee and Investment Sub-Committee, as well as reviewing and recommending changes to draft policies. It does this by regularly receiving update reports on:

- Administration
- The Pension Fund's Business and Medium-Term Strategy
- Governance and Compliance
- Monitoring of the Pension Fund Risk Register

Although the Board members are responsible for the above, they do not need specialist knowledge in all these areas. Officers are present at meetings to help and support the Board.

We will give you support and training to gain the required knowledge and understanding.

The Board meets four times a year. Three of these meetings are held virtually over Zoom and one meeting is held at New Shire Hall, Alconbury Weald, Huntingdon, PE28 4YE.

The next meeting is due to be held on 1<sup>st</sup> November 2024 and the appointment term is for four years.

## Who we're looking for

We are looking for a Scheme Member to help make decisions about running the scheme.

You will need to have:

- good communication skills
- the ability to work and contribute as part of a decision-making group
- good, independent judgement
- an interest in learning and applying knowledge
- a strong sense of commitment
- a desire to secure good outcomes for pension scheme members
- the ability to work with officers and councillors to carry out the Board's functions

## What you'll gain:

- increased skills and knowledge
- broader experience
- training to support your induction to the Board
- ongoing support from officers

The long-term success of the scheme relies on our Board benefiting from a diverse range of viewpoints and perspectives. This means we need people with a range of skills and experience. Could this be you?

This is a voluntary role, and the successful candidate will be given full training and all reasonable expenses will be paid for. We will consider any requests for reasonable adjustments.

You can find more information on the Pension Service website here: [Governance - Cambridgeshire and Northamptonshire LGPS \(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk/governance)

About Cambridgeshire Pension Fund Board: [Local Pension Board \(CCC\) - Cambridgeshire and Northamptonshire LGPS \(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk/local-pension-board)

All our meetings are livestreamed and are available to be viewed here: [Cambridgeshire Local Pension Fund Board - 26 April 2024 \(youtube.com\)](https://www.youtube.com/watch?v=...)

## **Next steps**

The Scheme Member Representatives are appointed by an open and transparent selection process. We currently have a vacancy for one Scheme Member Representative.

If you are interested and wish to be considered, please request additional information and an application form by contacting Sophie Rankine:

[Sophie.rankine@cambridgeshire.gov.uk](mailto:Sophie.rankine@cambridgeshire.gov.uk)

**If you want to help us continue making a difference for our members – we want to hear from you.**

**Closing date: 26<sup>th</sup> July 2024**