

Please return your completed Application Form to:

Pensions.Regis@derbyshire.gov.uk

Or alternatively post to:

Regulations and Communications Team
Derbyshire Pension Fund
County Hall
MATLOCK
DE4 3AH

Role Description: Derbyshire Pension Fund - Pension Board Scheme Member Representative (Voluntary)

The Derbyshire Pension Fund has a vacancy on the Pension Board for a voluntary Local Government Pension Scheme (LGPS) Member Representative. The successful applicant will be an active, deferred or pensioner member of the Fund.

The Pension Board plays a vital role for the Derbyshire Pension Fund in terms of governance arrangements. The board oversees and supports the Administering Authority, Derbyshire County Council and the Pensions & Investment Committee, in their responsibilities for managing and administering the LGPS for over 90,000 members and over 330 participating employers.

This vacancy provides Derbyshire Pension Fund members with a rare opportunity to influence how their pension scheme operates.

The Board consists of 2 member representatives, 2 employer representatives and an independent Chair.

As a Pension Board Scheme Member Representative, you will play an important role in the governance and administration of the Fund on behalf of our scheme members by helping to ensure that it is managed efficiently and professionally.

Your responsibilities will include:

- Attending approximately 4 meetings a year and induction/training sessions where required.
- Supporting Derbyshire Pension Fund in its role to administer and comply with relevant laws, regulations and codes of practice relating to the LGPS
- Representing the Board in contact with Derbyshire Pension Fund's active, deferred and pensioner members where required
- Representing the views of scheme members to the Board
- Adequately preparing for meetings and the representing the Board in the wider role by ensuring that:
 - all circulated papers are read in a timely manner;
 - advice and clarification is requested promptly;
 - your own training needs are identified and are met through training courses

- Ensuring own understanding of roles and responsibilities and be fully conversant with the Board's Terms of Reference
- Ensuring the regulations around conflicts of interest reporting are fully adhered to
- Acting in accordance with the Council's Code of Practice for elected representatives and officers
- Contributing to review and appraisal of the Board's performance
- Acting with political impartiality in carrying out the obligations of the Derbyshire Fund Pension Board irrespective of affiliations outside the Board

More information about the [Pension Board](#) is available on the Fund's website.

Applications are welcomed until 16 April 2023.

This post is unpaid and will commence from July 2023.