

## Local Pension Board – Role of Chair

### Role Specification

Through your position as Chair of the Pension Board you will review the decisions and actions of the Scheme Manager (SYPA) in relation to the governance, operation and management of the South Yorkshire Pension Fund, in order to ensure compliance with all relevant legislation and any requirements of the Pensions Regulator.

There is a particular focus in this role in scrutinising the effective administration of the scheme and ensuring the Board is encouraging continuous improvement in efficiency and service to scheme members.

### Main Duties and Responsibilities

As the Chair you will be expected to:

- Commit to undertake the role for a period of at least 3 years;
- Have capacity to attend four Local Pension Board meetings and at least one Authority meeting as well as training as required;
- Ensure the Board delivers its purpose as set out in the Boards Term of Reference;
- Actively ensure the Board members meet their requirements around knowledge and understanding as set out in the Pensions Regulator guidance.
- Liaise with the Authority on the requirements of the Board and the agenda for each Board meeting;
- Ensure that meetings are productive and effective and that opportunity is provided for the views of all Board members to be expressed and considered;
- Seek to reach consensus and where necessary ensure decisions are properly put to a vote;
- Scrutinise Local Pension Board papers, lead discussions and provide advice and guidance to the Board;
- Write reports on the performance of the Board and related matters as required.

## **Person Specification - Chair**

To be considered, you must be able to demonstrate that you have the qualities, skills and experience to meet all the essential criteria for appointment, specifically:

### **Knowledge**

- Possess knowledge and understanding of the pensions industry and the law relating to pensions;
- Have a good knowledge of public sector pensions and the capacity/ability to undertake additional learning specifically with regards to the Local Government Pension Scheme (LGPS);
- A working knowledge of the administration of the scheme;
- Ability to understand and interpret complex financial matters affecting the LGPS.

### **Leadership**

- Be a strong leader with good judgement who can influence outcomes in an effective manner;
- Have the ability to represent the views of the LGPS members/employers to the Pension Board as appropriate;
- Have proven leadership skills with the ability to chair meetings.

### **Communication and Team working**

- Have excellent communication skills with a confident approach to scrutinising and challenging constructively;
- Ability to establish effective working relationships with Pension Board members and supporting officers;
- Willing to express opinions in a reasoned way, while also listening to the views of others;
- Be assertive in pursuing the appropriate course of action.

### **Other**

- A personal commitment to high standards of probity, propriety and governance.