

Avon Pension Fund

Local Government Pension Scheme

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Appointment of Lead Officer for the LGPS (TAB)

LGPS 35B

When a Scheme Employer decides to outsource one of its functions to an external organisation, described as a Transferee Admission Body (TAB), it must appoint a Lead Officer.

Role of the Lead Officer - to represent the Scheme Employer in managing the pensions aspects of the outsourcing.

Responsibilities of the Lead Officer - to ensure that all the necessary information is provided to the Avon Pension Fund as requested so that the admission agreement and, where desired, a bond agreement are completed no later than the date on which the outsourcing contract is scheduled to commence.

NAME OF SCHEME EMPLOYER : _____

NAME OF LEAD OFFICER: _____

JOB TITLE: _____

DIRECT LINE TELEPHONE NUMBER: _____

MOBILE TELEPHONE NUMBER: _____

EMAIL ADDRESS*: _____

** this email address must be monitored by an authorised contact of the Scheme Employer in the absence of the Lead Officer*

SIGNATURE OF LEAD OFFICER: _____

Authorisation of Lead Officer appointment

*I hereby appoint the above-named to be Lead Officer for the LGPS**

NAME: _____

JOB TITLE: _____

SIGNED: _____ DATE: _____

** this section must be signed by an officer of the Scheme Employer of Director level, or equivalent.*