

Role Profile

Role Title	Independent Person to Avon Pension Fund
Reference Number	
Directorate	One West Services
Department	Avon Pension Fund (APF)
Reports to	Head of Pensions

Role Purpose

Bath & North East Somerset Council delegates responsibility for administering the Fund to the Avon Pension Fund Committee (Committee). Regulation 53A of the LGPS Regulations 2013 requires an independent person as a non-voting member to the Committee.

The independent person's role is to contribute to the Committee by providing independent professional expertise including to support the Committee scrutinise and challenge advice given to them. The role is similar to that of a Non-Executive Director or Professional Trustee and covers all Committee functions including investment strategy, governance, and the role of the Fund as both shareholder and client of its asset pool company.

Accountabilities

- support and contribute to development of all strategies for which the Committee is responsible.
- scrutinise any advice given to the Committee, from the pool or any other organisation or individual.
- support scrutiny of performance across administration and investments.
- support the Committee's governance considerations including actions from Independent Governance Reviews.
- chair the Investments Working Group, which provides advice and recommendations on investment strategy, asset allocation, responsible investment, and pool oversight. Ensure appropriate scrutiny and challenge of investment proposals, performance reports, and risk management arrangements.
- participate in a training needs assessment of existing knowledge and understanding to assist with prioritisation of training delivery and follow tailored training plans in line with the Fund's workplan.

Qualifications & Experience

Candidates should satisfy at least one of the following criteria:

- Qualifications from Pensions Management Institute (PMI), e.g. award in pension trusteeship, diploma in professional trusteeship, certificate in professional trusteeship, accreditation for professional trustees
- Member of, and accredited by, the Association of Professional Pension Trustees (APPT)
- Significant experience of pensions leadership, e.g. managing a pension fund, responsibility for pension administration & systems, leading a significant investment team.

LGPS Knowledge & Understanding Requirements

- It is not essential that the Independent Person has prior experience or deep knowledge of the LGPS. Key is that the role holder has deep experience of pensions across domains highlighted above. And that they can quickly build the required LGPS knowledge.
- Meets and maintains knowledge of LGPS Regulations 2026 and associated statutory guidance as set out in the Fund's Training Strategy.
- Key areas of LGPS knowledge and understanding required by the role holder include: legislation and guidance, governance, funding strategy actuarial methods, strategic asset allocation, pooling administration, communications, accounting and audit standards, risk management, procurement.
- The role holder should commit to undertake the role for a term of 3 years, have capacity to attend at least 8 meetings per year, and undertake required training. Aggregate time commitment is expected to be approximately 20 days per year.
- The role holder should also approach matters with an open independent mind, and have the professional confidence to challenge and influence. The role holder should demonstrate strong leadership, facilitation, and stakeholder management skills and the ability to build consensus while ensuring effective decision-making.

Dimensions of Avon Pension Fund (APF)

APF administers the LGPS for c. 500 employers across the wider Bristol region. Employers include local unitary councils, universities, academies, town and parish councils, housing associations and charities. There are over 140,000 members in the scheme.

APF is part of the Local Pension Partnership Investments (LPPI) pool which manages the Fund's £6.5 billion of assets.

The Pension Committee comprises elected members from Bath & North East Somerset Council, Bristol CC, Soth Glos Council and North Somerset Council. Other representatives include Academies, Higher Education, and Unions.

More information about the Fund can be found at www.avonpensionfund.org.uk

This role is legally defined as a politically restricted post, within the meaning of Part I of the Local Government and Housing Act 1989.