



The Independent Person Role

Requirements and expectations





The Independent Person Role

Shropshire County Pension Fund administers the Local Government Pension Scheme (LGPS) and manages the assets of the fund (£3 billion as at June 2026), on behalf of 190 employers, and around 54k members. Employers include Shropshire Council, Telford & Wrekin Council, parish councils, academies, as well as an increasing number of private sector employers who are undertaking work previously done by the public sector. The fund is a shareholder in the LGPS Central Limited investment pool.

Further information about the fund can be found on our website:

www.shropshirecountypensionfund.co.uk

Shropshire County Pension Fund is inviting expressions of interest from individuals with significant experience in pensions governance, investment, funding and administration, to support our fund in the statutory role of Independent Person.

As part of national “Fit for the Future” reforms to strengthen governance across the LGPS and in line with the new Local Government Pension Scheme (Amendment) regulations 2026 which came into force on 30 June 2026, the fund is seeking to appoint an Independent Person to support the LGPS Senior Officer (the Head of Pensions) and the Pensions Committee.

Through the provision of independent, professional expertise, offering impartial challenge, scrutiny and assurance across governance, investment and administration.

We are seeking someone with
Recognised professional expertise across pension administration, governance, funding and investment, and a commitment to continuous improvement.
Significant senior-level pensions experience.
A strong understanding of the UK pensions landscape with LGPS experience preferred.
A collaborative approach and strong interpersonal skills



The Independent Person will have access to training and information to help them carry out their responsibilities effectively and will be supported by fund officers and pensions specialists.

This document sets out the requirements and expectations for the Independent Person and the arrangements for their appointment.

The fund is seeking applications for this vital role by 16 October 2026. Applicants should submit a CV and supporting statement demonstrating how they meet the role requirements detailed within this document.

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Introduction

Shropshire County Pension Fund (the fund), administered by Shropshire Council, is seeking applications for the position of Independent Person.

Shropshire County Pension Fund wishes to strengthen its governance and strategic resilience by appointing an Independent Person to support the fund, in compliance with the Government's recently introduced Fit for the Future reforms. The role is designed to enhance independent oversight, constructive challenge, and assurance across all areas of the fund's operations, including but not limited to, investment strategy, funding arrangements, administration, governance, and pooling activity. This appointment will contribute to improved transparency, robust decision making, and greater accountability within the fund's existing governance structure.

The fund is committed to upholding high standards of governance and accountability and operates within a robust governance framework. This includes strategic decision making by the Pensions Committee and oversight by the Pensions Board, alongside active participation in LGPS pooling arrangements (with LGPS Central) to support effective decision making, risk management, and regulatory compliance.

Further information about the Committee and Board can be found on the fund's website:

- [Pension Committee | Shropshire County Pension Fund](#)
- [Pension Board | Shropshire County Pension Fund](#)

Background

The Local Government Pension Scheme (Amendment) (Governance) Regulations 2026, state that 'If an administering authority delegates its functions, or part of its functions, under these regulations to a committee or sub-committee of the authority, it must appoint an **Independent Person** as a non-voting member of that committee or sub-committee to advise on investment strategy, governance and administration.'



The Government has also published statutory guidance describing the arrangements for the role and appointment of an Independent Person for an LGPS fund.

The Role of the Independent Person

The Independent Person's role is to contribute to and support the work of the Pensions Committee, working closely with the Chair of Committee and the LGPS Senior Officer. The Independent Person will provide objective, expert insight, drawing on their professional experience to offer an impartial perspective on the fund's activities.

By offering constructive challenge, they will help ensure that decisions are well-informed, evidence based and aligned with the long-term interest of members, employers and other stakeholders.

The Independent Person will contribute to the Pensions Committee by providing additional independent and professional expertise. This includes supporting Pensions Committee to scrutinise and challenge advice given to them.

The role is similar to that of a Non-Executive Director or Professional Trustee, but this is not a decision-making role. The role covers all functions of the Pensions Committee, including decisions on investment strategy, governance, administration and the role of Shropshire Council as a shareholder and client within LGPS Central Limited.

The Independent Person will also help the fund demonstrate compliance with statutory guidance, regulatory requirements, and recognised best-practice standards within the LGPS.

Through their oversight, the independent person will provide assurance that the fund continues to operate responsibly, effectively and in a manner consistent with its legal duties and fiduciary obligations.



Key responsibilities (include but are not limited to)
Attend Pensions Committee meetings, contributing independent insight, constructive challenge and informed commentary to support effective decision making.
Scrutinise reports, recommendations and advice provided to the Committee by fund officers, professional advisers, the actuary, investment managers, LGPS Central Limited and other relevant parties.
Contribute to the development, evaluation and ongoing review of the fund's key strategic documents, including: • the business plan, • Investment Strategy Statement, • Strategic Asset Allocation, • Funding Strategy Statement, • Governance Strategy, • Administration Strategy • Training Strategy.
Support the Committee in monitoring investment performance, pooling governance, administrative performance and wider delivery against the fund's strategies.
Provide independent oversight and challenge across all pension fund functions, helping to ensure decisions are evidence based and aligned with the fund's statutory duties.
Support consideration of the Committee's governance arrangements, including any action plans arising from Independent Governance Reviews.
Maintain constructive and professional working relationships with the LGPS Senior Officer, the Chair of the Pensions Committee and the Chair of the Pensions Board.
Contribute in any other appropriate way to support the authority's LGPS functions.

Working with the Chair of the Pensions Committee and the LGPS Senior Officer

The Independent Person will support the Chair of the Pensions Committee to assist them in effectively fulfilling their responsibilities. They will also help the Committee scrutinise the administering authority as part of its statutory role to ensure effective governance and administration of the fund.



The Independent Person will work directly with the Head of Pensions (LGPS Senior Officer), drawing on the Head of Pensions expertise to raise any recommendations or concerns.

Essential Experience and Qualification for the role

Candidates should demonstrate significant experience in pensions governance, investment oversight and scheme administration. This should ideally have been gained within the Local Government Pension Scheme (LGPS) or another large, complex occupational pension scheme with comparable governance, regulatory and fiduciary responsibilities.

Senior-level experience in public service, financial services or a governance-focused environment would be particularly valuable.

Qualifications or equivalent experience (one or more are expected)
Qualifications from Pensions Management Institute (PMI) – the 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 pensions experience gained in the LGPS or another comparable occupational pension scheme
LGPS experience is preferred, but experienced professional trustees or others with substantial experience of comparable pension schemes may also be suitable

The Independent Person must be able to dedicate sufficient time for the role (estimated at a minimum of 16 days p.a.).

This will include preparing for and attending Pensions Committee meetings in person in Shrewsbury, regular meetings with the Chair of Committee and the Senior LGPS Officer, which can be held virtually as well as training events and meetings of the Pensions Board.



Personal Attributes

Personal Attributes required for the position
Independent, objective and impartial, with the ability to provide high-level advice without conflicts of interest.
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A high level of integrity and a commitment to inspiring public confidence.
Ability to understand complex issues, assimilate information quickly and apply sound judgement.
Strong analytical skills, with the confidence to scrutinise information, test assumptions and challenge appropriately.
Strong interpersonal and communication skills, including the ability to explain complex issues clearly and contribute constructively to discussion.
Awareness of current issues facing the LGPS, including governance, investment, funding and administration matters.
Experience of advising trustees, committee members or elected members on pension scheme matters, including investment of pension scheme assets.

Knowledge and Understanding

The Independent Person is responsible for maintaining the knowledge and understanding needed to properly conduct the functions delegated to them by the administering authority, in line with guidance issued by the Secretary of State.

The Independent Person is expected to work within the obligations of the Shropshire County Pension Fund's Training Strategy, including attending training events organised for Committee, Pensions Board and Officers.

Conflicts of Interest

The Independent Person is required to declare any actual or potential / perceived Conflicts of Interest.

To ensure the independence, both actual and perceived, of the Independent Person, they must not be employed by any company that also provides other paid pensions



advice to the Shropshire County Pension Fund or that conducts the fund's Independent Governance Review or actuarial valuation (or has provided any such services within the past two valuation cycles).

Appointment Process

Responsibility for the recruitment exercise to appoint a suitably qualified Independent Person rests with the Head of Pensions (LGPS Senior Officer), S151 Officer, Chair of the Pensions Committee and Pension Administration Manager.

The closing date for applications is 16 October 2026. Please email your CV and supporting statement outlining how you meet the above role description and criteria to Justin.bridges@shropshire.gov.uk.

Please contact Justin Bridges, Head of Pensions (LGPS Senior Officer), for further information or an informal discussion about the role.

Justin.bridges@shropshire.gov.uk

Remuneration and contractual arrangements

The following estimates of time are for illustration purposes:

- Prepare for and attend four Pensions Committee meetings per year (4 days).
- Meet with LGPS Central quarterly undertake wider pool engagement (4 days).
- Attend officer and Chair meetings (4 days).
- Attend Committee and Board training days (2 days).
- Attendance at Board meetings (4 half days).

Remuneration will be set contractually and be proportionate to the responsibilities and experience of the successful candidate

Additional time may be needed during times where strategies are being reviewed/implemented.



Expenses

Expenses will be paid in accordance with established practice for the Committees of the Council.

Term of Office

The Independent Person will be appointed for an initial term of 3 years. Following a formal review of contribution and independence, the initial appointment may be extended for a further period of up to 3 years.

At the end of any subsequent term, following a further formal review, the appointment could be extended for a further period of up to three years.

Appointments will not normally extend beyond nine years in total.

Expected standards and behaviours

The Independent Person is expected to maintain a high standard of personal conduct and behaviour, in line with professional standards and guidance, including the Nolan Principles of public life.

The Independent Person must also work in line with Shropshire County Pension Fund policies and procedures (e.g. conflicts of interest policy, reporting breaches of the law).

Confidentiality

The Independent Person will have full and unrestricted access to:

- Reports produced by or for the Pensions Committee, Pensions Board or fund officers that relate to the governance and administration of Shropshire County Pension Fund.
- The fund's annual reports, performance information, administration information, actuarial reports and valuations.



- Published Shropshire County Pension Fund policies.
- Where any item has been a restricted agenda item of the Pensions Committee, it will also be a restricted matter for the Independent Person.
- Any material previously treated as confidential cannot subsequently appear in the public domain by virtue of being received by the Independent Person unless expressly authorised by the Head of Pensions.

The Independent Person will not use or disclose any information (verbal or written) gained in assisting the business or as an attendee of the Pensions Committee for personal, commercial, or political gain.

Want to apply

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