

CAMBRIDGESHIRE PENSION FUND

To: Pension Fund Board

Meeting date: 25 July 2025

Report by: Sophie Rankine
Democratic Services Assistant
sophie.rankine@cambridgeshire.gov.uk

Subject: Membership Update Report

Purpose of report: To note the appointment of the new Scheme Member Representative.

Recommendations: The Board is asked to:

Note the appointment of Tom Humphrey for a four-year term as a Scheme Member Representative on the Pension Fund Board.

Enquiries to: Sophie Rankine
Democratic Services Assistant
sophie.rankine@cambridgeshire.gov.uk

1. Background

- 1.1 The Board consists of three Employer and three Scheme Member Representatives. Two Employer Representatives are Cambridgeshire County Council councillors who are appointed by Full Council. One Employer Representative and three Scheme Member Representatives are appointed by an open and transparent selection process, as per the Board's Terms of Reference.
- 1.2 There was a vacancy for a Scheme Member Representative, and a recruitment process was recently successfully undertaken to fill this vacancy.

2. Executive Summary

- 2.1 This report seeks to note the appointment of Tom Humphrey as a Scheme Member Representative.

3. Appointment of Scheme Member Representative

- 3.1 Interviews were conducted by a panel comprising the Chair, Vice-Chair, Democratic Services Officer and Democratic Services Assistant, following the advertisement and a shortlisting process. Tom Humphrey was selected as the successful candidate to be appointed to the Board as a Scheme Member Representative. The Monitoring Officer has been consulted. The appointment will run from 25 July 2025 to 25 July 2029.

4. Terminating Membership

- 4.1 When a member is nearing the end of their term or, for a particular reason, decides to step down from the Board, providing prior confidential notice to Democratic Services is beneficial. This enables time to prepare to recruit, to avoid long standing vacancies on the Board.

5. Relevant Pension Fund Objectives

To ensure compliance with the LGPS Regulations and other legislation and guidance, including the Pensions Regulator's Code of Practice.
To manage the Fund in a fair and equitable manner and be accountable to the Fund's stakeholders.
To ensure individuals responsible for managing the Fund and delivering its services have the appropriate knowledge and expertise.

6. Risk Management

- 6.1 The risks associated with not having appropriate representation have been captured in the Fund's risk register as detailed below.

Risk	Residual risk
Those charged with governance are unable to fulfil their responsibilities effectively.	Green
Failure to provide relevant information to the Pension Committee/Pension Board to enable informed decision making.	Green

6.2 The risk register can be found [here](#).

7. Finance & Resource Implications

7.1 None.

8. Communication Implications

8.1 None.

9. Legal Implications

9.1 Not applicable.

10. Consultation with Key Advisers

10.1 Democratic Services Manager, Democratic Services Officer and the Governance and Regulations Manager.

11. Alternative Options Considered

11.1 There were no alternative options considered.

12. Background Papers

12.1 The Constitution [Council Constitution | Cambridgeshire County Council](#)

12.2 Local Government Pension Scheme (LGPS) Guidance on the creation and operation of the Local Pension Boards in England and Wales
[LGPS Local Pension Boards Guidance](#)