We are looking for our next Member Nominated Trustee - Could it be you?

This Pack contains everything you need to know about the role and how to apply

If you'd like to learn more with an informal chat with one of our current trustees, please contact Camilla Manning at Camilla.manning@belronuk.com

What will I gain from being a Trustee?



Being a Trustee is a wide and varied role. It offers members the opportunity to develop a range of valuable skills, whilst gaining exposure to Board-level decision making.

It provides the chance to work at a strategic level, a perspective that can add significant value to your CV, especially for those who have primarily worked in operational roles. The Trustee Board is responsible for shaping the strategy and overseeing its implementation, which provides insight into how long-term decisions are made and executed.

This is a meaningful opportunity to understand the inner workings of the Plan and to have input to a subject that is important to you and to each of your colleagues, both past and present.

Many trustees find that, by developing their experience and collaborating with a diverse range of people, they build greater confidence and transfer these enhanced skills into their professional and personal lives.

What experience do you need to be a Trustee?

All you need is:

- ✓ A commitment to making sure the Plan is run properly in the interests of all members
- ✓ To be willing to learn
- ✓ Time to invest in your training and to prepare for and attend the quarterly Trustee meetings

It is important that our Trustee Board includes people of all backgrounds and skillsets, to make sure that our thinking is robust and that we're considering a broad range of viewpoints.

If you don't know much about pensions or haven't sat on any sort of Board before, don't be put off; your experience will still be relevant and valuable.

Being a Trustee

The Trustee Board is a governing body, which is made up of both Employer Nominated and Member Nominated Trustees. The roles and responsibilities of each are the same. The Trustee Board is supported by a team of experienced advisors and pension professionals.

Our current trustees have backgrounds in legal, finance, HR, investment and so on. Some are employed within Belron International Limited and Belron UK Limited. We also have both pensioner and independent trustees on the Board.

There is no hierarchy within the Trustee Board. Every trustee is equally important. They are encouraged to express their views and to challenge ideas and opinions wherever they believe it appropriate.

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What are the responsibilities of the Trustees?

The trustees have overall responsibility for the day-to-day running of the Plan.

Their main role is to make sure that the Plan is run according to the Trust Deed & Rules, together with pensions and trust law, so that members receive the benefits that they are entitled to. Some of the responsibilities are detailed below.

You can find out more about being a Trustee on The Pension Regulator's website at www.thepensionsregulator.gov.uk/trustees

- Looking after the interests of all the members and their beneficiaries
- Acting prudently, impartially and in line with the Trust Deed and Rules and pensions law
- Making sure that the Plan is well-managed and good record keeping is maintained
- Making decisions on certain member payments when needed, such as any death benefits to potential beneficiaries
- Overseeing the Plan's investment strategy
- Ensuring member benefits are paid when they are due
- Communicating with members regularly
- Making sure any other statutory requirements are met

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Trustee Meetings

The trustees meet every quarter and have one training day a year, which is usually held in November. Meetings take place both in person and virtually, with virtual meetings usually being shorter in time.

During a trustee meeting, the trustees will receive presentations, investment and actuarial updates. Trustees are also required to review documents dealing with all aspects of the Plan, with priority being given to matters requiring strategic or specific decisions.

Outside of meetings, you will be involved in deciding upon various delegated decisions, such as early retirements and ill health applications.

Training

Training and support are provided throughout your term as a trustee. This starts with an induction and learning plan, agreed between you and the Secretary to the Trustees.

You will be fully supported in all your learning

New trustees are asked to complete the Trustee Toolkit during the first 6 months of their term. The toolkit is an online, modular training course covering all aspects of being a trustee. Trustees are also given the opportunity to gain the Pensions Management Institute's 'Award in Pension Trusteeship' qualification.

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The Practical Details

Member nominated trustees are not paid for their services, but they are reimbursed for all reasonable expenses, such as travel expenses to and from meetings.

A member nominated trustee's term of office normally runs for a period of 4 years. Trustees may put themselves forward any number of times for re-selection. Trustees may resign at any time by giving a month’s notice in writing.

All members, whether they continue be employed, have left employment, but have a deferred benefit in the Plan or who are pensioner member, are eligible to stand as a member nominated trustee. Trustees must not, at any time, have been convicted of an offence involving dishonesty, been declared bankrupt or disqualified from acting as a trustee or a company director

Role and Confidentiality

A trustee has a duty to act in the best interests of members, without being influenced by any other personal interests. There is a procedure in place to deal with conflicts of interest.

The confidentiality of the information which you obtain as a trustee (including personal information relating to members and their families, together with, what might be, commercially sensitive information regarding the Belron Group’s business) is paramount, and guidance must be sought before disclosing information.

How to apply

To apply for the member nominated trustee role, please email Camilla Manning at camilla.manning@belronuk.com setting out why you believe you would be suitable for the role

The Selection Committee, made up of current trustees, will then assess all the applications and consider the next steps, which may include inviting you for an interview