


# We're looking for our next Member Nominated Trustee Directors


## Could it be you?




This Information Pack contains everything you need to know. Find out more inside.

### Compass Group Pension Plan

 [www.compass-pensions.co.uk](http://www.compass-pensions.co.uk)

 07880 780803 or 07770 646675

 [pensions@compass-group.co.uk](mailto:pensions@compass-group.co.uk)

# Could you help run the Plan?

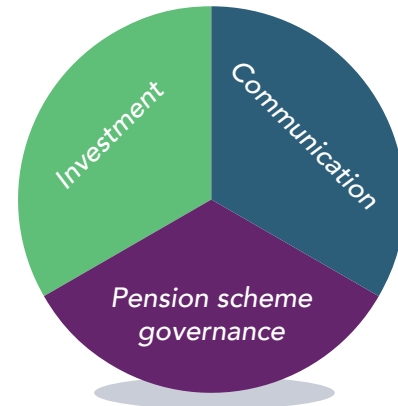
**The Compass Group Pension Plan (the Plan) is run by a trustee board, which looks after the Plan and the interests of all members.**

Earlier this year, the Compass Retirement Income Savings Plan (CRISP), Compass's defined contribution plan for current employees, was consolidated into the Plan and a new CRISP Section was introduced. This means that Compass can manage its UK pension arrangements under one trustee board.

From 1 January 2024, the Trustee Board has comprised of 12 Trustee Directors, including all of the existing Plan Trustee Directors and the majority of the CRISP Trustee Directors. We are supported by a team of experienced advisers and pensions professionals.

There is a legal requirement to have at least one third of a trustee board appointed by the membership. The terms of office of our current Member Nominated Trustee Directors (MNTDs) are coming to an end, and the new MNTDs will be appointed with effect from 1 January 2025.

*This is your chance to gain experience that could enhance your career and develop your knowledge in a wide range of areas, such as:*



# What experience do you need to be a trustee director?

**You don't need to be a pensions expert to become a trustee director! All you need is a commitment to look after the interests of all our members and their beneficiaries.**

We believe it's important to include people of all backgrounds and skillsets on the Board, to make sure that our thinking is robust and we're considering a broad range of viewpoints. As a result, we'd like as wide a range of applicants as possible. So please don't be put off if you don't know much about pensions (most people don't), or you haven't sat on any sort of board before. Your experience will still be relevant and very valuable.

If your application is successful, you'll be supported to learn all you need to about the Plan, how it works and what trustee directors need to do. Throughout your Trusteeship, there will be plenty of training, support and guidance available from the Plan's advisers and other Trustee Directors.

## 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 attend Trustee Meetings. You'll also need time to take decisions between meetings, as required, and to read materials and prepare for meetings

## Trustee Toolkit

You should take a look at The Pensions Regulator's Trustee Toolkit at: [www.trusteetoolkit.co.uk](http://www.trusteetoolkit.co.uk) as you need to work through all the modules if you are selected to be a trustee director.

# What could you gain from the role?

**Being a trustee director is a wide and varied role. You'll learn a lot and get the chance to understand the detail of how the Plan operates.**

Many trustee directors find that this increases their confidence, by giving them the opportunity to work beyond their comfort zone and develop their skills and experience. It will mean meeting new people and learning new things. You might also find it interesting to get a behind-the-scenes look at how the Plan functions!

Best of all, you'll have the chance to look after your Plan and the interests of all members. This is a meaningful opportunity for you to help guide the direction of the Plan to meet the needs of our members.



# Being a trustee director

**The Trustee has overall responsibility for the day-to-day running of the Plan.**

The Trustee Directors' primary role is to make sure that the Plan is run in accordance with the Trust Deed and Rules, so that members receive the benefits that they're entitled to. The Rules of the Plan clearly set out what benefits are to be provided to members and the powers the Trustee has in relation to the Plan.

## What are the roles and responsibilities of a trustee director?

The roles and responsibilities of the Trustee are set out in the Trust Deed and Rules of the Plan and in pensions and trust law.

This provides a framework within which trustee directors must work. Trustee directors receive training on these duties and we are supported by our advisers and the Compass Pensions Team.

### *The current Trustee Directors:*

Philip Whittome (Chair)*	James King
Brendan Boucher	Jodi Lea
Wayne Bowen	Rachel Morgan
Christopher Clayton*	Peter O'Meara
Jane Dean	Nigel Palmer
Helen Javanshiri	Allan Walton

*\*Independent trustees*

### **If you want more information**

You can find out more about being a trustee director on The Pensions Regulator's website at:  
[www.thepensionsregulator.gov.uk/trustees](http://www.thepensionsregulator.gov.uk/trustees)



# Being a trustee director *(continued)*

**All trustee directors, whether nominated by members or Company-appointed, have the same duties and responsibilities, including:**

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

We operate a number of Committees to help manage workloads and delegate certain functions, such as the Plan's investment strategy. All Committees refer back into the Trustee Board. It's a particularly busy time for the Plan, and as well as attending quarterly all day Trustee Meetings in person and one training day, you'd be expected to join at least one Committee. The Committees also meet quarterly but remotely and for half a day. There are also likely to be a number of additional Trustee Meetings throughout a year.

# The practical bits

## Eligibility

Are you an eligible member?

- ✓ All members of the Plan are eligible, with the exception of the CRISP Section of the Plan where only active, contributing members are eligible

You must **not** be:

- ✗ Disqualified from acting as a director
- ✗ An undischarged bankrupt

## Remuneration and expenses

MNTDs who no longer work for Compass are currently paid £2,895 a year and can claim back reasonable expenses. A further £2,895 a year is payable for sitting on a Committee of the Trustee Board.

## Removal of an MNTD

*MNTDs will be eligible to be re-elected every three years, with flexibility to extend this period, unless they:*

- Resign in writing
- Are no longer a member of the Plan
- Are unanimously removed by the other Trustee Directors
- Become bankrupt
- Make an arrangement or composition with their creditors
- Suffer a medical condition preventing them from fulfilling the role
- Are suspended by the Regulator or by law
- Are removed by any relevant provision of the Pensions Act 1995

If an MNTD is removed, a replacement will be sought through the normal nomination process but they will only serve for the remainder of the original intended term.

# Compass Group Pension Plan

## Member Nominated Trustee Director Information Pack

# How to apply

If you wish to apply, you need to complete and return the **application form**.

Compass Group Pension Plan  
**MNTD Application form**

If you would like to be considered for a Member Nominated Trustee Director (MNTD) position in the **Compass Group Pension Plan**, please complete this form and return it to the Compass Group Pensions Department by **16 August 2024** (more details at the bottom).

**Your details** - Please fill out the Personal Statement below to support your application

1 Full name:

NI number:

Address:

Telephone number(s):

**Personal Statement** - Please tell us why you are interested in the position:

2 


**Declaration** - Please read and sign

I can confirm that I have read all the information provided in the Information Pack and would like to apply for an MNTD position in the Compass Group Pension Plan. I'm not aware of any reason that could prevent me from accepting the MNTD position.

3 Signature:  Date:

Please email a scanned copy of this form to [pensions@compass-group.co.uk](mailto:pensions@compass-group.co.uk) or send to: Compass Group Pensions Department, Parklands Court, 24 Parklands, Birmingham Great Park, Birmingham, B45 9YZ.

Compass Group Pension Plan    01883 708000 / 07770 044075    [pensions@compass-group.co.uk](mailto:pensions@compass-group.co.uk)

You can return the application form via email or post, but we must receive it by **16 August 2024**.

The return details are shown on the application form.

## Timetable

**29 July 2024**

Application process launches

**16 August 2024**

Deadline for applications

**September/October**

Interviews held with a panel including the current Chair of Trustees

**October**

Selection process

**December**

Trustee Directors appointed and announced to the membership

