

Chief Minister Ministerial Decision Report

Public Employees Pension Fund (PEPF) Committee of Management member nomination

1. Purpose of the Report

1.1. To appoint a member representative to the Committee of Management of the Public Employees Pension Fund (PEPF).

2. Background

2.1. Regulation 2 of the Public Employees (Pension Scheme) (Administration) (Jersey) Regulations 2015 (Administration Regulations) requires the following the membership of the PEPF Committee of Management to comprise of –

- A Chairman;
- 5 Employer Representatives;
- 4 Member Representatives;
- 2 Pensioner Representatives, and
- 1 Admitted Body Representative

2.2. A reference to “employer representatives” is taken to include the admitted employer representative, and a reference to “member representatives” is taken to include the pensioner representatives.

2.3. Regulation 3(1) of the Administration Regulations requires that the appointment of the Chairman and members of the Committee be performed in accordance with the guidelines produced by the Jersey Appointments Commission under Article 24 of the Employment of States of Jersey Employees (Jersey) Law 2005.

2.4. A member representative role became available following the resignation of Mr John Fosse from the PEPF Committee of Management.

2.5. Following consultation with People Services, it was determined that the recruitment process would not require direct involvement of the Appointments Commission. Persons who are to be appointed on the Committee as member representatives have to initially nominated by a representative association of members. Following nomination by the civil servants union, the individual went through a transparent and fair selection process.

2.6. The panel for the selection process was chaired by Graham Chidlow (Director of Finance Hub) and included Simon Stammers (Manager of the

Public Employees Pensions Team for the Government of Jersey) and an independent, Lesley Darwin (Head of Case Management in People Services).

- 2.7. The applicant was considered on merit by the panel at each stage of the selection process and following a fair and transparent selection process it was agreed to proceed with the nomination of Leah Buttle for nomination to the Committee. Details of her background is included at Appendix A.
- 2.8. In accordance with Regulation 3(1) of the Administration Regulations, new members to the Committee must be appointed by the Chief Minister on the recommendation of the Minister for the Treasury and Exchequer for a period not exceeding 5 years as the Chief Minister specifies at the time of making the appointment.

3. Resource Implications

- 3.1. None

4. Recommendation

- 4.1. For the Chief Minister to agree to the recommendation of the Minister for Treasury and Resources to appoint Leah Buttle to the PEPF Committee of Management for a term of office of 5 years.

EMPLOYEE NOMINEE BACKGROUND

Leah Buttle

Leah Buttle has worked for the Government of Jersey as a Civil Servant since 1997. Her first role was in the Social Security Department (now CLS), based in the Benefits Team which dealt with Sickness and Injury benefit claims.

In 2000 she moved to the Pensions Team, administering Old Age Pension, Survivor's Allowance/Pension and Incapacity Pension claims. This involved assessing and maintaining claims based on various sets of legislation and applying legislation from multiple reciprocal countries. While in this team, she was involved in various projects, such as the change to the pension qualification conditions (from 47 to 45 years), the introduction of Survivor's Benefits (from Widow's Benefit) and the introduction of the early pension option (from age 63).

In 2003 she was seconded to a major IT programme, to be part of the team working on a new Social Security business system, as a Pensions and Benefits subject matter expert. This involved working closely with external suppliers, defining business requirements, defining data conversion rules, managing system testing and supporting users during/after go-live. The secondment later became a permanent role (Systems Analyst), when a new Team was formed at CLS (Change & Projects).

In 2014 she returned to Pensions at CLS, after a period of Maternity leave, during which time she helped to introduce a new online Pension application form.

In 2019 she re-joined the C&P Team as a Systems Analyst and is currently working on two upgrade projects to the finance system and Affordable Housing Gateway, as well as supporting the various IT systems that come under the remit of CLS.