

<b>MEETING : LOCAL PENSION BOARD (LPB)</b>	
DATE : 29 January 2020	
VENUE : Conference Room 2	
<b>PRESENT:</b> Steve Beaton (SB)(Chair), Ann Read (AR), Michaela Moore (MM), John Tyrell (JT), Rob Allport (RA), Chris Parker (CP), Caz Lee (CL)(Notes)	<b>1.0 APOLOGIES :</b> None

Ref	Item	Issue/Discussion	Decision/Outcome	Action By
2.	<b>Agree minutes of last meeting held on 20/11/19</b>	Minutes were reviewed and agreed as a true record.  Amendment to 12.1 should read 'employer' representatives rather than 'employee' representatives.	CL to make change, publish and add to internet page.	Done 29.01.20
	<b>Updates on Actions Arising</b>			
2.1	Agreement to meet prior to the next meeting to review document and discuss risks.		Action complete – see Point 6.	
2.2	MM to confirm at next meeting this has been completed (opt out reason added to LGSS form).		Action complete.	
2.3	JT to send copy of i-Learn content to members.		Carry forward.	<b>JT</b>
2.4	CP and GM to organise suitable date and internal advertising (for session regarding annual allowance/lifetime allowance).	CP updated, no contact received from Gary – will follow this up.	Carry forward.	<b>CP</b>
2.5	Review of pensionable & non-pensionable arrangements to be conducted at next meeting. CL to add to the agenda.		See Point 11.	
2.6	CP to check that the 5% additional payment in TC has been reviewed & all have signed to acknowledge this is voluntary.	CP advised he has confirmed with GC Wayne Swales that this is done each year however not sure where this is recorded. Group agreed importance of having this recorded in central/accessible place.	CP to create spreadsheet & pass to TC for completion.	<b>CP</b>

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2.7	GM to ask that Payroll are included when requests are sent then SLA and return times can be monitored.	MM advised not had confirmed from Gary that this is being done however have been asking individuals to let Payroll know when they receive the return and recording this internally and Sue Merritt from LGSS logs them from their perspective for discussion at the Contract Review Meetings (now twice a year). Most recent ones sent seem to have had a quick turnaround.	MM to send last two months record to LGSS to compare data for assurance return times are being monitored.	<b>MM</b>
2.8	JT to follow up with FBU to see if anything required.	JT confirmed spoke with FBU representatives who advised they were referring to pensionable / non pensionable pay arrangements which are being discussed by this Board.  In relation to FBU request for advisory sessions/1:1's, MM updated that LGSS are attending Cambridge, Dogsthorpe and SHQ for Member Information Sessions on dates during April whereby there will be a presentation/overview in the morning and individual session slots available for those likely to retire within the next 2 years in the afternoon. An email with details and how to book will be circulated from Matthew Warren soon.	Action complete.  Agreement for Local Pension Board members to also attend one of these information sessions if possible.	
2.9	RH to send (Annual Report) to SB	SB confirmed this has been received, updated by Matthew and submitted to Fire Authority agenda for agreement at next meeting.	Action complete.	
<b>3.</b>	<b>Declarations of Interest</b>	None on this occasion.		
<b>4.</b>	<b>Feedback from Training &amp; Review of Skills Gap on LPB</b>	No training undertaken since the last meeting. LPB members with outstanding online training to be completed ASAP; SB confirmed RA can claim 3 hours in relation to completing this.	CP/RA to complete online training and update spreadsheet for next meeting.  CL to check LGA website for potential relevant training.	<b>CP / RA</b>  <b>Done</b> <b>29.01.20</b>

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5.	<b>Regional Pensions Group Update</b>	MM/AR confirmed last meeting held in December however neither able to attend and as yet notes have not been received. Will circulate these for information once received.		
6.	<b>Review of Risk Register</b>	<p><a href="#">CFRS-#584734-2020 CFRS Pension Board Risk Register</a></p> <p>SB confirmed meeting held and the old register has now been moved into the new format with a pre and post mitigation scores and RAG rating.</p> <p>Board reviewed the new risk register, no amendments/additions to be made.</p>		
7.	<b>Review of Issues Log</b>	<p><a href="#">CFRS-#570052-Local Pension Board - Issues Log</a></p> <p>Group review the Issues log and agreed the following updates:</p> <ul style="list-style-type: none"> <li>• Uncertainty re pension tribunal – remains ongoing; interim declaration made by the Employment Tribunal (ET) that claimants represented in the Sargeant legal case are entitled to be treated as if they remained in the Firefighters Pension Scheme 1992 (FPS 1992) has been received. MM advised currently awaiting promised urgent guidance before taking any further action. In the meantime should members believe they are a claimant or have an immediate retirement event an inbox has been set up by the Service and members asked to contact Payroll with details and status (<a href="mailto:pensions.claimant@cambsfire.gov.uk">pensions.claimant@cambsfire.gov.uk</a>). Potential workload for Payroll following final decision (currently cited as July) to be added to log as a concern.</li> </ul>	<p>CL to update issues log.</p> <p>Remains ongoing.</p>	<p>Done 29.01.20</p>

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		<p>Matthew posted the information about this and planned information sessions on the Service News page of Workplace. Group discussed this may not be the best form of communication as might be missed by a lot of operational staff. CP confirmed the post was read by 312 employees most of which were managers with a view to dissemination to stations/watches. Information flow from LPB to be added to the Issues log as a concern.</p> <ul style="list-style-type: none"> <li>• Annual allowance / lifetime allowance - remains ongoing, see Point 2.4.</li> </ul>	<p>CP to speak to Hayley Douglas regarding best forum for communications from the LPB.</p>	<p><b>CP</b></p>
8.	<b>Review of Case Law Affecting Pension Scheme</b>	<p>Group discussed the interim declaration made by ET (see Point 7) in more detail. SB confirmed have reviewed and identified who might be affected (small number of staff) however currently awaiting further guidance/long term solution in July.</p>		
9.	<b>Review of Terms of Reference</b>	<p><a href="#">CFRS-#430380-Local Pension Board - Terms of Reference</a></p> <p>Group reviewed ToR and agreed no changes required.</p>	<p>ToR agreed. CL to amend version confirming review.</p>	<p>Done 29.01.20</p>
10.	<b>Review of Upcoming Year's Agenda</b>	<p><a href="#">CFRS-#580942-LPB - Yearly Agenda Item Calendar</a></p> <p>Group reviewed attached upcoming agenda items.</p>	<p>No additions/amendments to be made at the moment.</p>	

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11.	<b>Review of Pensionable/Non Pensionable Arrangements</b>	<p>SB confirmed currently have a basic list but this has not been fully reviewed as yet. Will circulate what we currently have and update this for discussion at the next meeting.</p> <p>Group agreed this needs to be a live document that can be reviewed/amended following new case law, changes in arrangements etc. Matthew Warren would make the initial decision, LPB would review and challenge as necessary/required. Agreed this should be visible on the intranet for staff to view.</p>	<p>SB to update list of pensionable / non pensionable arrangements for discussion at next meeting.</p> <p>SB to circulate current basic list to LPB for info.</p> <p>JT to liaise with M&amp;C Team regarding creation of Local Pension Board page on new intranet.</p>	<p><b>SB</b></p> <p><b>SB</b></p> <p><b>JT</b></p>
12.	<b>Any Other Business</b>	None to discuss on this occasion.		
13.	<b>Date of Next Meeting</b>	29 <sup>th</sup> April 2020		