

<b>MEETING : LOCAL PENSION BOARD</b>	
DATE : 04 October 2018	
VENUE : Meeting Room 2, B01	
<b>PRESENT</b> Rick Hylton (Chair)(RH)(via conference call), David Evans (DE)(via conference call), Cameron Matthews (CM), Shaun Baker-Davis (SBD)(Notes)	<b>1.0 APOLOGIES</b> : John Tyrell (JT), Steve Beaton (SB), Caz Mercer (Caz)

Ref	Item	Issue/Discussion	Decision/Outcome	Action By
1	<b>Welcome/Apologies</b>	Apologies received form JT, SB and Caz		
2	<b>Agree minutes of last meeting held on 19/07/18</b>	Minutes were reviewed and agreed as a true record.	SBD to give Caz update on previous actions for publishing.  RH to send board members copy of report.	<b>SBD</b>  <b>RH</b>
3	<b>Updates on Actions Arising</b>	RH says that there are approximately 12-15 Firefighters not currently in the scheme and the majority of them are in Peterborough.  DE says that some people are leaving for a year or so to put money towards a wedding or a house and then forget to opt back in. DE advised that when contacted by staff opting out he makes them aware of benefits of the pension scheme they would be forfeiting.  CM asks if an exit interview or survey could be done to find out why people are leaving  DE points out that Payroll might have a better idea of reasons why  RH says we just need to be aware that people	JT to speak to Firefighters not in the scheme to see why they haven't signed up.          RH to have a discussion with JT about how to take things forward.	<b>JT</b>          <b>RH/JT</b>

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		might forget to opt back in.		
4	<b>Declarations of Interest</b>	Nothing to add	Nothing to add	
5	<b>Pension Board Members Training Update</b>	<p>CM declared that he is stepping down from his position at the end of the meeting. RH asked CM if he would be prepared to stay until a replacement has been found.</p> <p>CM responded that he knows a few people that might be interested and will speak to them.</p>	CM to canvas for replacement after telling the Board	<b>CM</b>
6	<b>Regional Pensions Group Update</b>	<p>DE talks about the recent case from Northern Ireland where no nominated partner was listed on the pension. DE states that it can speed up the payment process if a nominated beneficiary is chosen.</p> <p>DE mentions the Data Improvement Plan</p> <p>CM asks if it is audited for accuracy to which DE confirms it is.</p> <p>RH says he will write to Matthew from LGSS to see if the data is accurate and report back to the Board.</p> <p>DE asks whether there was any feedback regarding the Annual Benefit Statement.</p> <p>CM says a lot of people are confused by it as it isn't very user friendly and asks if some training</p>	RH to liaise with Matthew (LGSS) and report back to Board.	<b>RH</b>

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		<p>on how to interpret the report could be arranged.</p> <p>RH responds saying that JT created a simplified statement last year that made it easier to understand and that anyone confused should speak to JT so he can explain it better.</p> <p>CM asks if a copy of the simplified statement could be published online.</p> <p>DE advised that the members self-service would be available online by the end of this year.</p>	RH asks CM to chat with JT to see if it can be published online or circulated around to people who are having trouble understanding it.	<b>CM</b>
<b>7</b>	<b>Review of Risk Register</b>	Nothing to add	Nothing to add	
<b>8</b>	<b>Development of Annual Work Plan &amp; KPI consideration</b>	RH to draw together a plan on behalf of the board, to circulate to the group and then forward to Matthew.	RH to draw together a plan on behalf of the board, to circulate to the group and then forward to Matthew. This will start in the New Year.	<b>RH</b>
<b>9</b>	<b>Any Other Business</b>	Nothing to add	Nothing to add	
<b>10</b>	<b>Date of Next Meeting</b>	24 <sup>th</sup> January 2019		