

MEETING : LOCAL PENSION BOARD

DATE : 15 March 2017

VENUE : SHQ

PRESENT : Rick Hylton (RH), Amy Jackson (AJ),
Cameron Matthews (CM), David Evans (DE), Caz Mercer
(Caz) (Notes)**1.0 APOLOGIES** : John Tyrell (JT)

Ref	Item	Issue/Discussion	Decision/Outcome	Action By
1.1		JT has now replaced Drew Scott as staff representative on the board after the position was advertised internally. JT was planning on attending the meeting today however unfortunately is sick and cannot attend.	AJ to send JT a welcome email with DMS links to relevant documentation and request that he fills out a Conflict of Interest Declaration form and sends it to Caz at HQ.	AJ
2.0	Agree Minutes of Last Meeting	Minutes of the meetings held on 7 th December 2016 were reviewed and agreed as a true record.		
3.0	Update on Actions Arising			
3.1	All members to fill out Conflict of Interest Declaration form and send to AJ for recording	Forms received and recorded from RH and AJ. CM queried whether representation regarding IDRP would form a conflict of interest.	CM and JT to complete forms and send to Caz at HQ to hold on file. CM to update the register. AJ/DE to check with Malcolm Eastwood, Scheme Advisory Board Chairman to confirm the situation.	CM/JT AJ CM
3.2	Draft policies and documents to be sent to the Board for comments.	All confirmed have had sight of the draft policies and documents and have no additions/amendments to make.	AJ to speak to JJ regarding setting up a Local Pension Board intranet page where all these documents including the minutes will be available.	AJ
3.3	AJ to forward EFRS	No training dates have been received however RH	RH to liaise with Clair Alcock for list of	RH

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	training session dates to CM/DS once received.	advised that he spoke to Clair Alcock at the recent LGA Conference and she is happy to deliver a training session. In order to ensure this is worth her while, RH will obtain a list of Regional Pension Board Chairs from Claire and make contact with others to see if a mutual training session could be arranged for numerous interested parties. DE confirmed that Payroll staff would be interested in any such session.	Regional Pension Board Chairs and make contact regarding potential training date.	
3.4	AJ to enquire what level (if any) of scrutiny this Board should give to investments.	There was a group discussion regarding this matter and whether this Board would potentially be replicating work that the County Council's accounts manager already completes. CM noted concern that he believes this Board should also be scrutinising investments.	DE to pass contact details of County Council's accounts manager to AJ who will make further enquiries. An informed conscious decision will then be made by the Board as to future actions required.	AJ
3.5	AJ to enquire whether issues with software regarding Annual Benefit Statements have been corrected.	AJ confirmed she has spoken to DE who will raise this matter at the next contract review meeting. DE provided a brief update in relation to the issue with ABS that resulted in the registration of a breach with the pension regulator regarding 12 OC members of staff who did not receive ABS statements.	DE to raise at next contract review meeting to ensure issue now rectified.	DE
3.6	AJ to liaise with Scheme Manager (MW) regarding ill health medical appeals.	AJ confirmed that this Board would not be considering individual cases as this would be inappropriate but consideration could be given to obtaining a collective overview. RH advised this would be decided once clarity has been obtained as to what this Board will be monitoring as it will need to be areas of most risk rather than everything. CM suggested it would be helpful to have an overview and further discussion as it might mean himself as a FBU official does not represent on particular areas to avoid conflict.	AJ to speak with MW regarding ill health medical appeals.	AJ

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4.0	Declarations of Conflicts (Standing Agenda Item)	Covered under 3.1.		
5.0	Update from Regional Pension Meeting	<p>DE provided an update from the last Regional Pension Meeting:</p> <ul style="list-style-type: none"> • Chairman of the scheme attends every meeting now; • Minister has approved the budget for the Scheme Advisory Board and approved a new full time assistant/secretarial post which has been advertised; • The Police have appointed a pensions position at the same level as Clair Alcock; • Cost of the Scheme Advisory Board is divided between the 43 counties; • In the process of setting up 3 workgroups which will look at the cost effectiveness of the scheme, improved scheme administration and ensuring effectiveness of the Local Pension Boards. • 18-20 Contributions holiday – this has been dealt with from CFRS perspective. There were 16 cases, 1 of a current serving member. With the exception of 1 outstanding which is awaiting calculation all the rest have been given their payments by the end of 		

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		<p>last year;</p> <ul style="list-style-type: none"> • Transitional Protection legal challenge – the government will be appealing against judge's decision; • FBU case result has been announced, which was in favour of the Service. DE is aware (and CM confirmed) that FBU will be appealing this decision; • The government are looking to create a pension dashboard site that would have every pension scheme a person could be eligible for listed in one place. The dashboard is currently being built by 6 private companies. There was some concern by those present at the meeting that there seems to be a lack of consideration for public sector schemes; • Touched on co-responding but everything is awaiting the outcome of Tuesday's meeting to find out if the trial is being extended. There are some potential pension issues if it doesn't extend regarding injuries sustained as a result of EMR wouldn't be recognised as authorised duty it would be down to individual FA's to decide whether pay out would occur. Under the trial this is covered as it has temporary status as part of the FF role map. • Payroll are currently dealing with a request from the Home Office for figures up to the end of December 2016 regarding opt outs. The group agreed this would be useful information to bring to the next 	AJ to bring the opt out information currently	AJ

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		meeting.	being worked on by Payroll to next meeting.	
6.	Pension Board Areas of Focus	<p>RH proposed in the absence of guidance that the Board have a group discussion regarding what it will be monitoring to add value now policies are all in place.</p> <p>RH suggested two areas of focus:</p> <ul style="list-style-type: none"> • Data & recording – i.e. is the Board confident that LGSS are collecting data in the right way? Are contributions correct? Calculations are now done on a career average and cannot be changed afterwards so need to ensure these are correct. • Communication to members – do staff understand the scheme? Do they know they can access their statements? Etc. 	<p>Group agreement to await the report as a result of the toolkit that Payroll are now completing as this is likely to make it clearer what areas need to be focussed on at these meetings.</p> <p>Agreement that there is an opportunity to greatly improve staff understanding.</p> <p>AJ to bring outcome report to next meeting for review and to set priorities moving forwards.</p>	AJ
7.	Pension Board Members Training	Covered under 3.3	Caz to remove Drew Scott from the training spreadsheet and add JT.	Caz
8.	Review of Risk Register	<p>CFRS-#454634-Local Pension Board Risk Register</p> <p>The group reviewed the risk register and scored the risks currently listed. Agreed that outcomes of the toolkit mentioned in item 6 will inform what needs to be on the risk register.</p>	<p>Caz to add agreed scores to risk register.</p> <p>AJ to check whether MyView automatically updates i-Connect in relation to 'not known at this address' returns.</p>	Caz AJ
9.	AOB	CM circulated copies of Firefighter's Pension Scheme circular FPSC 1/2009 and drew attention to page 3 in relation to the matter of representation. Would ask that	Consideration to be given to this once the outcome report of the toolkit is completed (as this should be identified as a potential area	

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		this Board identifies who within the Service would deal with it to avoid going out to others and causing potential conflicts.	within that report).	
10.	Date of Next Meeting	The next meeting will take place on Thursday 8 th June 2017 at 10am in Rick's Office at SHQ.		