

MEETING : LOCAL PENSION BOARD (LPB)	
DATE : 29 July 2019	
VENUE : Skype	
PRESENT: Steve Beaton (SB)(Chair), Ann Read (AR), Michaela Moore (MM), John Tyrell (JT), Rob Allport (RA), Chris Parker (CP), Matthew Warren (MW), Caz Lee (CL)(Notes)	1.0 APOLOGIES : None

Ref	Item	Issue/Discussion	Decision/Outcome	Action By
1.1		<p>Matthew joined the meeting to update the LPB that LGSS Pensions recently gave CFRS 12 months' notice that they no longer wish to carry on with administration for the fire pension scheme due to complexity and time it takes to work through those complexities and therefore won't be renewing their contract.</p> <p>Spoken to Clair Alcock (LGA Pension Advisor) and Essex FRS, Ann/Michaela have also spoken to other FRS' in terms of potential options. Clair advised LGA are looking at it nationally (as is a national issue) but at the moment nothing being done. Essex have agreed will help us out in relation to education/information requests, so will be trialling that once finer details have been agreed. Michaela confirmed when spoke with Essex likely agreement is that their advisor will liaise with Payroll regarding questions to avoid being inundated with requests direct from Firefighters.</p> <p>Matthew advised there is now a concern as to who will be providing Firefighter pensions administration moving forwards. Leicester have had similar issue, have been out to tender and got 5 returns. One suitable candidate came through and they entered into contract last week; already having issues with capacity. Will be pushing forward with tender process but will also be pushing nationally and regionally around creating own administration service. Wanted to advise ASAP as will be an interesting time for LPB whilst CFRS creates support mechanisms.</p> <p>Steve asked when more information about the potential additional resource from Essex will be ready to release to staff. Matthew advised awaiting clarity as to what it is they'll be able to provide; it won't be calculations but potentially advice mechanism and webinars where people can raise questions/queries.</p>	<p>Matthew to follow up with Essex as to what they can offer.</p> <p>Agreement termination of LGSS pension administration and subsequent arrangements to be added to the Risk Register as high priority.</p>	<p>MW</p> <p>SB</p>

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		<p>Steve asked whether the workshops set up by LGSS in April will be reorganised potentially virtually. Matthew advised don't believe so as they don't have the capacity, CFRS could potentially liaise with Essex about doing a webinar session as an alternative.</p> <p>Michaela asked for clarification in relation to the consultation, timeline and when potential changes may come in. Matthew advised believe it is unlikely anything will change straightaway, believe it will be drawn out process. They have advised it will take until 2022 before all the issues are understood. Understand that people will ultimately need a calculation tool, but it's extremely complicated to get a meaningful answer; will respond to the consultation and then await the results. Worst case scenario is that the Service will need to bring people in to deal with pension administration internally, or pay much more for it externally. Matthew confirmed happy for information update regarding LGSS to be shared with wider Service.</p> <p><i>*MW left meeting</i></p>	<p>Agreement for Steve to be part of the assessment process for the new administration provision as Chair of LPB.</p> <p>Steve to put comms out to staff regarding update on LGSS pension administration.</p>	SB
2.	Agree minutes of last meeting held on 29/01/20	Minutes were reviewed and agreed as a true record.	CL publish and add to internet page.	Done 29.07.20
Updates on Actions Arising				
2.1	<u>John to send copy of i-Learn content to members.</u>	John to send copy of proposed content again; proposing this is added to the intranet page rather than add it to i-Learn due to capacity/timescales for Ben Quail.	John to send copy of proposed i-Learn/intranet content to members.	JT
2.2	<u>Chris P and Gary to organise suitable date and internal advertising (for session regarding annual allowance/lifetime allowance).</u>	Caz emailed Gary on 29 th Jan 20 on Chris's behalf, no response received.	Steve to follow up with Gary McClelland regarding session on annual/lifetime allowance.	SB

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2.3	<u>Chris to create spreadsheet (for annual review of 5% additional payment) & pass to TC for completion.</u>	Michaela confirmed notification from Training Centre of the annual review of 5% additional payment on 27 th February 2020. Log that Caz created not required as TC already have their own system in place.	'Reminder to check if TC have notified Payroll of annual 5% additional payment review' agenda item to be added to Q1 meetings.	Done 29.07.20
2.4	<u>Michaela to send last two months (SLA) record to LGSS to compare data for assurance return times are being monitored.</u>	Michaela spoke to Sue Merritt regarding those who were awaiting pension estimates from the 1:1 sessions original set up in April, as the planned attendees hadn't had them yet. She's come back with dates they were all sent and, confirmed yesterday there are no further estimates outstanding. Have possibly been delays in the past but Sue has taken these over and are now up to date, although still not advising Payroll when they are sent out. Michaela will ask Sue to advise when returns are sent and then we can be assured they are coming back within deadline.	Action complete.	
2.5	<u>Chris and Rob to complete online training and update spreadsheet for next meeting.</u>		Carry forward.	CP & RA
2.6	<u>Caz to check LGA website for potential relevant training.</u>		Action complete.	
2.7	<u>Chris to speak to Hayley Douglas regarding best forum for communications from the LPB.</u>	Chris confirmed the best forum for communications is via Workplace; all managers should be accessing this as the Service's main briefing tool. Any communications from LPB to go onto Workplace.	Action closed.	

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2.8		<u>ToR agreed. Caz to amend version confirming review.</u>	Action complete	
2.9		<u>Steve to update list of pensionable / non pensionable arrangements for discussion at next meeting.</u>	See Point 11.	
2.10		<u>John to liaise with M&C Team regarding creation of easily accessible Local Pension Board page on new intranet.</u>	Carry forward.	JT
3.	Declarations of Interest	None on this occasion.		
4.	Feedback from Training	No further training taken place since last meeting due to Covid pandemic.		
5.	Regional Pensions Group Update	Circulated the notes with the papers; Michaela advised due to being a virtual meeting was really quick, nothing to report.		
6.	Review of Risk Register	CFRS-#584734-2020 CFRS Pension Board Risk Register Board reviewed the new risk register: termination of LGSS pension administration and subsequent arrangements to be added to the Risk Register as high priority.	Steve to add, score and circulate to LPB for agreement.	SB
7.	Review of Issues Log	CFRS-#570052-Local Pension Board - Issues Log Group review the Issues log and agreed the following updates: <ul style="list-style-type: none"> Termination of LGSS pension administration and subsequent arrangements to be added to the issues log. 	Caz to action.	Done 29.07.20

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8.	Review of Recent Case Law Affecting Pension Scheme	<p>Steve advised no further updates have been received, therefore previous instructions of continuing to use 2015 scheme until decision has been made as to how benefits will be worked out remains.</p> <p>Rob asked if those retiring now are under the 2015 Scheme. Steve confirmed that is his understanding but getting some utilising the 1992 Scheme up to 2015. Guidance is all FRS' to continue to work to that, whilst maintaining a list of ill health retirements from May 2015.</p>		
9.	Data Score	John advised this should have been sent in by Matthew Warren and this Board cited for information (new agenda item not discussed before). Steve and Michaela advised not seen anything. Michaela to check with Sue Merritt.	Michaela to check data score with Sue Merritt.	MM
10.	Administration Review	No issues.		
11.	Pensionable Pay Review	<p>CFRS-#580633-Pensionable Pay Matrix</p> <p>Steve circulated the updated pay matrix he created for discussion. Group reviewed it and discussed the following:</p> <ul style="list-style-type: none"> • Secondary contracts to be added where appropriate – meeting to be held outside of this one to discuss inconsistency around secondary contracts, need to review current arrangements and ensure all being treated the same; • Extra column to be added detailing scheme; • Number 17 (ASG) to be removed. 	Steve to set up extra LPB meeting to review secondary contracts and agree pensionable pay matrix	SB
12.	Any Other Business	None to discuss on this occasion.		

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13.	Date of Next Meeting	04 th November 2020		