

Minutes of a meeting of the Pensions Board
20th July 2017 at 1100 hours
at Fire Service Headquarters, Vauxhall Road, Birmingham

Present: Mr Neil Chamberlain (Chair)
Mr Kal Shoker
Mr Andrew Dennis
Mr Paul Gwynn (Adviser)

1/17 Apologies: Mr Stuart Bourne
Ms Wendy Browning-Sampson

2/17 Declarations of Interest

Mr Andrew Dennis declared an interest stating that he is in receipt of a Fire Service Pension.

3/17 Minutes of the Pension Board held 6th February 2017 actions arising

The minutes were agreed as a correct record.

Action 1 – Pension Adviser to liaise with another Fire Service regarding sample checking of pension records for deferred members. The Pension Advisor to complete. Carry over to action sheet.

Action 2 – The Adviser to ensure that the link to the Discretions Policy to the Pensions page on the Intranet to the Pay Policy Document on Pensions Page is complete.

Action 3 – The Advisor had appointed an additional team member so the responses times improving.

Action 4 – Mr Shoker has liaised with the Treasurer who had liaised with Malcolm Eastwood, Chair of the National Pension Board, to consider various issues.

Action 5 – The Terms of Reference had been updated and was submitted for approval by the Pension Board on 20 July 2017.

Action 6 – The Terms of Reference had been amended to reflect the arrangements for a Chair of the Board in the absence of the Independent Chair.

Action 7 – A draft Annual Pension Board report had been submitted for approval by the Pensions Board on 20 July 2017.

Action 8 – The Public Service Governance Survey had been presented to the Audit Committee on

Action 9 – The risk register had been updated regarding the Legal Challenge in respect of the Transitional Regulations.

Action 10 – Details of the LGA Pension Board training on 22nd August 2017 had been circulated to the Members of the Board.

4/17 Minutes of Pension Board held on 9 May 2017

The Pension Advisor stated new recruits are now contractually into the Pension Scheme. Approximately, 90 percent of firefighters are in the Pension Scheme. Pension Advisor to report at the next Pension Board meeting what percentage of firefighters auto re-enrolled remained in the scheme after the 1 August 2016.

5/17 Pension Section Supporting Information

The Pension Advisor stated there is a 3-month turnaround for any queries, however, there are some exceptions and queries are prioritised. The Pension Advisor to provide more details about performance at the next Pension Board meeting and to state what demands have been made. The latest statistical details were contained within the report.

6/17 Amended terms of Reference for the Pensions Board for approval

The Chair stated all members are to report back to Julie Connor with any final amendments by the 18 August prior to the Terms of Reference being submitted to the Audit Committee for noting.

7/17 Reporting Breaches Policy

The Pensions Board discussed the policy and agreed to communicate any further changes with the Chair or Wendy Browning Sampson by 31 August 2017. Any future breaches to be discussed with the Chair.

8/17 Pensions Board Annual Report 2016/17

The Pensions Board discussed and agreed the Annual Report. The report would be submitted to the Audit Committee for noting.

9/17 The Pension Regulator – Public Service governance and administration survey 2016

The Pension Board discussed the report and agreed that the Pension Advisor and Mr Shoker need to provide a response to the report by 30 September 2017 taking on board the feedback from Claire Allcock.

10/17 Risk Register

The Pension Board considered the Risk Register, however, further risks were required to be included. did not approve this document.

11/17 Consideration of future Membership of Pension Board

The Pension Board agreed to arrange a meeting to be organised for the election of the employee representatives on the Pension Board. A similar process would be run and a similar process adopted as previously arranged and appointment would be put in place by 31 May 2018. The name of the Employee Representatives will be communicated to the members of the scheme.

12/17 Update on Topical, Legal and Regulatory Issues

Pension Advisor updated there have been no major backdated payments in 2017. GMP has not been completed and is ongoing. Pension Advisor to add the report to the Risk Register. Report to be fed back to Mike Griffiths.

13/17 Training

Members should contact Julie Connor if they would like to attend the LGA training on 22 August 2018 by the end of July. The Chair to circulate to members of the Pensions Board the skills audit that is used by the Police, for completion. Responses to be sent back by 30 September 2017. The Chair to liaise with Julie Connor regarding this.

14/17 Dates for Pension Boards 2018

19 February 2018 at 1400 hours

16 July 2018 at 1400 hours

The dates were noted the Board.

15/17 Pension Board Work Programme 2017-18

The Pension Board Work Programme was noted. 26 March 2017 would be amended to read 2018.

16/17 Pension Board Activity Log 2016 – 17 – JC

The Pension Board Activity log was noted.

17/17 Any other business

The Pension Advisor informed the Pension Board that he would be approaching the Audit Committee with an issue that needed ratification.

PENSIONS BOARD

20 July 2017

ACTIONS

Action No.	Action
1.	Pension Advisor to liaise with another Fire Service regarding sample checking of Pension records for deferred members.
2.	Pension Advisor to provide what percentage of Firefighters have remained in the Pension Scheme having been re-enrolled on 1 August 2016.
3.	Pension Advisor to provide more detailed information regarding the performance the Pension's department.
4.	Amended Terms of Reference - all members to report back to Julie Connor by the 18 August ready for the Audit Committee.
5.	Pension Advisor and Mr Shoker to provide response to the Pension Regulator – Service governance administration report by 30 September 2017 to Julie.
6.	Pension Advisor to update the Risk Register and to add the Guaranteed Minimum Pension to the Risk Register and to consult with the Treasurer.
7.	Election of new Employee Representatives to be organised following the Pension Board in February 2018.
8.	Members to contact Julie Connor if they would like to attend the LGA training by 30 July 2017.
9.	The Chair to circulate the skills audit used by the Police to Pension Board members for completion. Responses to be sent back by 30 September 2017. The Chair to liaise with Julie Connor.