

**FIRE FIGHTERS PENSION BOARD - MINUTES**  
**7 April 2021, 13:00, Teams Meeting**

<b>Attendees:</b>	
<b>Board Members:</b>	Glynn Luznyj, Employer Representative ( <b>Chairman</b> ) <b>GL</b>
	Glynn Dixon, Employer Representative <b>GD</b>
	Richard Walsh, Fire Pension Scheme Member (Employee Representative) <b>RWa</b>
	Richard Mortimer, Fire Pension Scheme Member (Employee Representative) <b>RMr</b>
<b>Advisors:</b>	David Greensmith, Director of Finance, SFARS <b>DG</b>
	Helen Scargill, West Yorkshire Pension Fund (WYPF) <b>HS</b>
	Irina Volkova-Heath, Pension Co-ordinator <b>IVH</b>
<b>Minutes:</b>	Lyndsey Pajor, Business Support Manager, SCO, <b>LP</b>
	Carol Golcher, Business Support Officer, SCO, <b>CG</b>
<b>Apologies:</b>	None noted

Documents referred to in these notes are not appended but will be attached to the signed copy of the minutes. Copies, or specific information in them, may be available on request.

**1. Attendance, Apologies and Conflicts of Interest**

GL welcomed the group to the call, there were no declarations or conflict of interest noted.

GL carried out introductions to welcome CG to the board.

**2. Minutes and Actions Arising**

In terms of accuracy, the previous minutes of 7<sup>th</sup> January were approved. Action updates are as follows, previously closed actions have been removed:

**HS** – Suggested showing Board Member and advisors rather than one list of the attendees. This was agreed and will be reviewed for future meetings.

**Action 25:** Will be covered under Item 3

**Action 30:** Abatement principles set out in the Position Statement so nothing further to be done, but as pension schemes may be changed, the position statement may need to be reviewed. DG agreed with this. *Item closed.*

**Action 40:** HS - KPI's are the targets that we set for how we wish to perform. For Immediate detriment there is likely to be a template that will need to be completed. Happy to supply what info that you need. GL not aware of any further info so *action closed.*

**Action 41:** Information was shared around temp contracts actions are being undertaken and progressing. Will be reviewed again at next meeting.

### **3. Review of the Pension Board Terms of Reference**

The meeting was in agreement that a full review of the ToR would be undertaken, once a new Commissioner is in place, looking at timescales for members serving on the board. Need to also consider succession planning and what the process would be for appointing representatives to the board.

GL Sought the views of those present as to consider issues of succession and appointing serving members of staff to the board to reduce risks and improve communication flow, up to date working knowledge and ability to attend meetings and training sessions.

RM noted that the retired members may have more availability to attend, may have more time to carry out actions due to them having more time. RM suggested representatives also need to be geographically split to cover the north and south. Easier to attend remote meetings.

GL thanked everyone for the comments and will discuss remuneration for employees who attend meetings on rest days with RM and RW immediately after the meeting.

HS attends various boards and depends on the type of FRA and how they are made up, some have councillors She attends one with independent chair and independent member with an auditor/accountancy backgrounds, benefit is they offer a more strategic / governance angle without getting stuck by politics of the organisation.

GD requested that the membership was not taken in isolation, review of the ToR should be done in full and consider carefully the representation and how this can add value to the board so would rather not comment on succession issue.

GL proposal to review ToR once the new Commissioner is in place. Requested that we accept Rich Walsh as the new employee representative now the Rob Moss has left the organisation.

HS advised that a number of FRA's have their ToR published online so would be useful to review/research ahead of the review.

**ACTION 25. – Commit to do a full review of ToR in May.**

### **4. Immediate Determent**

GL due to the nature of the project this is likely to become a standing agenda item, HS suggested that it was a good idea to split the agenda between immediate detriment guidance and remedy - as they are different topics. The Board agreed that this was good idea.

GL advised that the latest LGA Bulletin 43 is useful to read and provides information on Data collection guidance.

HS Provided an update on the work that is currently on going. Following guidance from their legal department a Disclaimer notice has been created which will allow work to progress whilst waiting for the LGA to give consent to commence population.

The Software company is ready, for the data collection format to be uploaded and then the data will be populated onto the system.

HS requested that members who are looking to retire in the immediate future or thinking of retiring prior to October 2022 approach the board locally and they request the calculations as these currently take up to 90 minutes currently and is additional to the work being carried out on Detriment.

All in agreement that clear and consistent communication needs to be sent out to members to explain the complexities of the changes and make them aware of what work is being undertaken.

#### **5. Update from Administrator**

HS Provided an update on the meetings she has attended during March. The main area of work has been around the data collection forms and processes going forward. The new test webpages for members have been viewed and work is ongoing for edits/feedback and will be brought to a special communications meeting on the 26<sup>th</sup> April. This will be available for all regions so that individual regions only need to set up a redirection page instead of creating their own webpages.

West Yorkshire Pension Fund took on the administration for Leicestershire, Derbyshire & Nottinghamshire from 1 December 2020 and will have another two in July taking the total Fire Clients to 21.

#### **6. Training update from the LGA March 2021 session delivered**

GL Raised one point about a review of the risk register – specifically in relation to the deferred choice underpin. It was agreed by the Board that a review is required which covers all aspects of members making a choice and having the relevant data and information available.

**ACTION 42: GL and DG to amend the Risk Register and present it to the next meeting**

#### **7. Any Other Business**

GD Request for circulation to the board of the Tor for the working group.

RM Requested an update on the claims/judgements for the Training departments and Resilience team. The decision was made to implement the review over a six year period going back to 26<sup>th</sup> March 2014. 15 members from the Resilience team have requested a review of their calculations and these will be returned on Monday 12<sup>th</sup> April 2021. The training school team require an extra layer of calculations to be undertaken but is progressing.

Work around availability of RM and RW for next meeting, with a request for a longer lead time for any meeting papers due to shift patterns.

#### **8. Date of next meeting**

7<sup>th</sup> July 2021 at 13:00