

Minutes



To: All Members of the Hertfordshire Fire Pension Board, Chief Executive, Chief Officers, All officers named for 'actions'

From: Legal, Democratic & Statutory Services

Ask for: Theresa Baker

Ext: 26545

HERTFORDSHIRE FIRE PENSION BOARD

5 JULY 2017

ATTENDANCE

MEMBERS OF THE BOARD

Employer Representatives: T W Hone, S Hedger
Member Representatives: S Joiner,

STANDING SUBSTITUTE MEMBERS

Employer Representatives:
Member Representatives: D Cooper

Note: For this meeting only the usual order of business was varied such that the appointment of the new chairman for the remainder of one year until 23 March 2018 preceded Item 1 on the agenda.

Upon consideration of the agenda for the Hertfordshire Fire Pension Board meeting on 5 July 2017 as circulated, copy annexed, conclusions were reached and are recorded below:

PART I ('OPEN') BUSINESS

APPOINTMENT OF CHAIRMAN OF BOARD FROM JULY 2016/17 (for remainder of period of one year until 23 March 2018 when chairmanship rotates to Vice Chairman)

ACTION

- i. The Democratic Services Officer called the Board to order and directed that, as previously communicated to the membership and in accordance with Annex 23 of the Constitution, the term of office of the Chairman shall be 1 year unless the Chairman resigned or was replaced by the Board. The Board heard that following the local elections, Cllr. Terry Hone had replaced Cllr. Richard Thake as the Executive Member for the Community Safety and Waste Management portfolio, which included the Hertfordshire Fire

Pension Board.

- ii. The Board unanimously approved Cllr. Terry as the Chairman of the Hertfordshire Fire Pension Board for the remainder of the period of one year.

Note: No conflicts of interest were declared by any member of the Board in relation to the matters on which conclusions were reached at this meeting.

Chairman's Announcements :

- i. The chairman updated the Board on the progress of actions from the minutes of the meeting of 28 February 2017.

1. MINUTES

- 1.1 The Minutes of the Hertfordshire Fire Pension Board meeting held on 28 February 2017 were confirmed as a correct record and signed by the Chairman.

**2. LONDON PENSIONS PARTNERSHIP
FIREFIGHTERS PENSIONS ADMINISTRATION REPORT**

[Officer Contact: Taryn Mutter – Head of Client Delivery (LPP)]

- 2.1 The Board considered a report from the London Pensions Partnership (LPP) which provided the quarterly update on the delivery of the pensions fund administration services with respect to:
- statistics and key performance indicators;
 - an update on regulatory changes, including the latest information on potential scheme changes.
- 2.2 During discussion of LPP performance over the quarter to Service Level Agreements (SLA), it was clarified that the 98.4% performance overall was a consequence of one member estimate that had not been completed within SLA but was completed within the 24 hour rectification period. To aid transparency the Board requested representation of the data in the key SLA categories as figures rather than graphically.
- 2.3 In further discussion of SLA and volume N Lewins highlighted that levels of correspondence were always higher in the April to June as a result of enquires prompted by the annual benefits statement, and similarly in July to September due to correspondence relating to the enquiries.
- 2.4 Responding to questions N Lewins commented that the Fire Authority complaint stemming from 55 payments to incorrect bank

T Mutter

**CHAIRMAN'S
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accounts as part of refunds relating to the '18-20 holiday' should not occur again. Officers further clarified that the additional banking costs of £150 and £70 had been reimbursed by the LPP and the overall fee for the work charged by LPP had been waived (these figures being approximate).

- 2.5 The Board was updated to the fact that the one Internal Dispute Resolution Procedure (IDRP) during the quarter, relating to admittance to the Retained Modified Fire Fighters Pension Scheme, had now been resolved.
- 2.6 A hard copy of the Annual Benefits Statement and accompanying explanatory notes was tabled. Members heard that prior to 2015 the LPP had provided separate statements for different iterations of the pension scheme. A national approach had been devised to combine the annual statement for each variation of the Firefighters Pension scheme into one document, there being one section for deferred pensions and another for active pensions. The different sections of the combined statement were explained to the Board who also viewed the accompanying explanatory notes.
- 2.7 During discussion Member Representatives of the Board confirmed that firefighters had understood the new version of the statement better in 2017 than when first produced in 2016. The need for phone and email support for enquires was highlighted.
- 2.8 It was agreed that firefighter members of the board would set up a focus group with the Deputy Chief Fire Officer to test firefighters' reactions to the new version of the Annual Benefits Statement.

T Mutter

C Bigland
J Smith
D Scotchford
S Joiner
D Cooper

Conclusion:

- 2.9 The Fire Pension Board commented as above on additional information that was required and content that should be included in future reports.

3. ANNUAL UPDATE REPORT ON FIREFIGHTER PENSION SCHEMES EMPLOYER DISCRETIONS USAGE

[Officer Contact: Rachel Wilson, Senior HR Officer, Strategy, Policy & Reward (Tel: 01992 588142)]

- 3.1 The Board received the annual update report on the use of the Firefighters Pension Scheme (FPS) employer discretions policies.
- 3.2 Members heard that the FPS employer discretions policies could be viewed on both the Hertfordshire Fire and Rescue Service Firefighters' Pension Schemes website and Hertfordshire County

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Council's intranet.

- 3.3 The Board were advised that between 1 April 2016 and 31 March 2017 two requests had been received to purchase increased benefits in the 1992 Scheme under Discretion 17. The policy requirement for a medical at the firefighters' own expense had been waived as they had recently undergone service medical assessments which had confirmed their good health. There were no questions from the Board.

Conclusion:

- 3.4 The Board noted the content of the report.

4. DATES OF FUTURE MEETINGS

27 September 2017
15 December 2017
23 March 2018
19 July 2018

OTHER PART I BUSINESS

There was no other PART I business.

**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

CHAIRMAN _____

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