

Public Document Pack

West Sussex Fire & Rescue Service

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4 December 2020

West Sussex Fire & Rescue Service Local Pension Board

A virtual meeting of the Board will be held at **11.30 am** on **Monday, 14 December 2020**.

Chair Jon Lacey

Assistant Chief Fire Officer

To: all members of the FRS Local Pension Board

Agenda

1. **Apologies**

2. **Declaration of Interests and Gifts and Hospitality**

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such as an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Adrian Murphy before the meeting.

3. **Urgent Matters**

Items not on the agenda, which the Chairman of the meeting is of the opinion, should be considered as a matter of urgency by reason of special circumstances.

4. **Minutes from the meeting held on 28 September 2020 and Action report**
(Pages 3 - 6)

To confirm the previous meeting's minutes and action log.

5. **Administration Procedures and Performance**

Report by Chief Fire Officer.

The Board is asked to note the report and request any further information that is required.

6. **Confidential Items for discussion**

Nil to note.

7. **Training Schedule Review**

8. **Date of Next Meeting**

The next meeting of the Board will be held at 11.30 am on Monday, 29 March 2021.

FRS Local Pension Board Meeting



NOTES OF MEETING HELD ON 28 September 2020

Teams meeting at 11:30hrs

Present: Adrian Murphy, Daniel Jadzevics, Andy Lowe, Tara Atkins, James Diston, Jon Simpson, Giles Sparkes, Jon Weir, Paul Mace, Lee Spencer-Smith, Garry Collins, Sreya Gofford (Note taker), Lee Spencer-Smith (Observer)

1. Apologies

No apologies.

2. Declaration & Registration of Interests, Gifts & Hospitality

None reported.

3. Urgent Matters

None reported.

4. Minutes and Actions from Previous Meeting

Minutes and Actions from the previous meeting were agreed as an accurate record.

5. Administration Procedures and Performance

Appendix A - Membership Numbers

Within appendix A we can see the membership numbers have been consistent which is good. Moving on with Compliance with the scheme legislation, since we met in June, pension's world has been about consultations, particularly around McCloud and Seargant and there has been a number of correspondences that have come out regarding pensions regulator and with regards to COVID19. The main piece that came out regards to pensions regulator is to do with updating its guidance regarding pensions scams and as a result of this the admin team have reviewed their processes to makes sure it includes all the additional information and they can share these with their members.

Annual Benefits Statement – Tara said she is happy to report that we have been able to produce all the active statements on time. The consultation document isn't a surprise to anybody, but Tara mentioned that we have drafted a response and heard back from Sabrina with regards to the draft that we will be submitting on behalf of the FRS. Once this has been formalised, we will be sending a copy of this to the Board members for their viewing.

Appendix B - Caseload Performance

With regards to performance, despite COVID 19 and other pressure that we are consistently staying at 100 % and the Business Continuity Plans are remaining in place. Most staff

Agenda Item 4

members are working from home and a handful of people are going to work only twice a week to deal with the posts. In regard to financial payments, they continue to be prioritised and arrangements are in place to switch resources as and when they are needed. With regards to the call volumes and case work that had remained at a reduced level although the teams have started to see an increase in that now that the restrictions are being lifted until PM's announcement last week.

With regards to breach reporting, there hasn't been any fire breaches that have been reported.

With regards to the communications section and the member portal, we can see since the last report, we have seen a 4.07 increase, which is probably one of the highest increases in the sign up that we have seen on the member portal. One of the main reasons was that the team has changed the process for new starters within the scheme, where all the new starters are now encouraged to sign up and follow the new starter process through the member portal. It is a way to get people onto the system and to encourage people to use the system and to communicate with others. The idea is people from day one can follow the system. One of the key processes is they ask for email address to be provided so that the team can contact and encourage them to sign up on the system.

Appendix C – Fire Scheme Correspondence

Appendix C sets out what Hampshire provided Tara on a monthly basis with regards to the summary of the correspondence that has been provided. It looks a bit different from what has been provided before. To the board one of the key pieces is with regards to the immediate detriment guidance that came out towards the end of August. As it came out from Tara's discussion with LGA last week there are still some information within the guidance that needs clarity. We are just waiting for those pieces to be ironing out. We haven't had any cases that we needed to use the guidance yet.

Fire Pension Board Report September 2020

Tara discussed the Fire Pension Board Report for September and the Board had a discussion around this.

6. Confidential Items for Discussion

None reported.

7. Training Schedule Review

None reported – due to the time shortage, Chair proposed we do this next time.

7a AOB

Tara mentioned she has been in discussions with the pension regulator about attending one of our Board meetings. This is not likely at our next meeting however hopefully next year.

8. Date of Next Meeting

Monday, 14 December at 11:30 am, format to be confirmed nearer the time.

Appendix

Appendix A – Membership Numbers

Appendix B – Caseload Performance

Appendix C – Fire Scheme correspondence

Fire pensions Board Report September 2020

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