

**AWDURDOD TÂN AC ACHUB CANOLBARTH A GORLLEWIN
CYMRU**



MID AND WEST WALES FIRE AND RESCUE AUTHORITY

**CYFARFOD O'R BWRDD PENSIWN LLEOL, A GYNHELIR
MEETING OF LOCAL PENSION BOARD, HELD ON
DYDD LLUN, 13 GORFFENAF 2015
MONDAY, 13 JULY 2015**

**PENCADLYS Y GWASANAETH TÂN AC ACHUB
HEOL LLWYN PISGWYDD, CAERFYRDDIN
FIRE AND RESCUE SERVICE HEADQUARTERS,
LIME GROVE AVENUE, CARMARTHEN**

13.00 – 15:05

56% presenoldeb / attendance

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD/CHAIRPERSON: Mr G Moore

AELODAU/MEMBERS: Cllr E Thomas, Cllr G Thomas
Mr T Dicker (RFU), MR A Hearne (FBU),

YMDDIHEURIADAU/APOLOGIES: DCFO M Crennell, Mr B Davies,
Cllr J Hale

YN BRESENNOL /IN ATTENDANCE: E Aitken, D Daycock, M Miles, S Flather,
S Rees

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr B Davies (FBU), Cllr J Hale and DCFO M Crennell (APFO).

2 DECLARATION BY MEMBERS OF ANY PERSONAL OR PREJUDICIAL INTERESTS

All Fire Authority Members present declared that they had a personal interest in any business relating to, or affecting their own Constituent Authority.

Although not a Board Member, The Treasurer / Section 151 Officer declared that she was the Chair of the Association of Principal Fire Officers (APFO) Wales, which may be considered a personal interest.

3 CHAIR'S ANNOUNCEMENTS / PERSONAL MATTERS

The Chair welcomed all Board Members to the inaugural meeting of the Mid and West Wales Fire and Rescue Service's Local Pension Board, which had been established in accordance with the provisions set out within the Public Service Pensions Act 2013.

4 CONFIRMATION OF MEMBERSHIP - INTRODUCTIONS

Introductions were provided by all the attendees present.

5 TO ESTABLISH CURRENT LEVELS OF KNOWLEDGE AND UNDERSTANDING TO IDENTIFY TRAINING GAPS

This item was a verbal report by the Head of Human Resources.

The Head of Human Resources reported that a Training Needs Analysis was currently being developed, which would provide a tool for assessing the learning requirements of Board Members in line with the knowledge and understanding requirements of the role.

It was explained that the Pensions Regulator had developed a toolkit which comprised of a series of online learning modules and downloadable resources which would assist members of the Board in enhancing their knowledge in appropriate areas, and that this would form part of the Learning and Development Programme. The Chair stated that a process for recording and collating training activities would be forwarded and disseminated to Board Members in due course and that, the outcomes of which would be set out in the Annual Report of the Local Pension Board.

The Head of Human Resources clarified that it was anticipated that the Training Needs Analysis, along with a suitable timetable, would be completed by the next meeting of the Board, which would be scheduled for November 2015. Accordingly, it was intended that the next training session would take place in early October 2015, and that suitable dates would be circulated to Board Members in due course.

Reference was made to a training session that would be held in South Wales Fire and Rescue Service and it was agreed, in the interest of collaboration, to further explore this as a possible joint training opportunity.

RESOLUTION

It was **RESOLVED** that

- 1. *The verbal update be noted;***
- 2. *A process for recording and collating Local Pension Board training activities be disseminated to Board Members as soon as possible before November 2015;***
- 3. *The Training Needs Analysis, along with a suitable timetable, be completed by the next meeting of the Local Pension Board, scheduled for November 2015;***
- 4. *Details of the next training session be circulated in as soon as possible;***
- 5. *Details of the next meeting of the Local Pension Board be circulated in due course.***

6 TO CONSIDER AND AGREE THE LOCAL PENSION BOARD TERMS OF REFERENCE

The Head of Human Resources reported that it was considered opportune to revise the Local Pension Board Terms of Reference which had been in place since June 2014 to better reflect the requirements of the Public Service Pensions Act 2013. Consideration was therefore given to the draft Terms of Reference and Rules of Procedure document which outlined the Board's General Operating Arrangements, Membership of the Board and Meeting Arrangements.

A discussion ensued regarding the appointment of Scheme Member Representatives whereby Mr A Hearne queried whether weighted voting rights could be allocated to Employee representatives. The Clerk/ Monitoring Officer and a number of others present highlighted that it would be impractical to implement this request, and emphasised, that in any event that the Local Pension Board was not a decision making body. Furthermore, the Chair reported that each Authority would determine the most appropriate arrangements for its own Board's representation, regardless of Trade Union structures.

A number of amendments were put forward and were accepted by Board Members and it was agreed that the Terms of Reference would be amended by the Head of Human Resources and the updated document would accordingly be recommended for approval by the Fire Authority.

RESOLUTION

It was **RESOLVED** by a show of hands, with 3 votes in favour and 1 against, that

The Local Pension Board Terms of Reference, subject to the amendments agreed, be recommended to the Fire Authority for adoption.

7 TO RECEIVE A REPORT ON FIREFIGHTERS' PENSION SCHEMES AND MEMBERSHIP

The Head of Human Resources provided an overview of the Local Pension Board's current composition and clarified the Authority's responsibilities in terms of the administration of the Firefighters' Pension Scheme 1992, the Firefighters' Pension Scheme (Wales) 2007 and the Firefighters' Pension Scheme (Wales) 2015. It was further noted that, in addition, a modified scheme came into force on 31 December 2014 to make provision for access to a pension scheme for on-call firefighters employed by a Fire and Rescue Authority in Wales between 1 July 2000 and 5 April 2006 inclusive, which provided similar pension benefits as those enshrined within the 1992 Pension Scheme.

The Board were provided with comparative data outlining the composition of current members within each of the 4 pension schemes in terms of current members, deferred members and pensioner members.

RESOLUTION

It was **RESOLVED** that

The report and current membership figures be noted.

8 TO CONSIDER AND AGREE THE LOCAL PENSION BOARD RISK ASSESSMENT FORM

The Head of Human Resources reported that within the Pension Regulator's Code of Practice No. 14 – 'Governance and Administration of Public Service Pension Schemes', the Pensions Regulator had set out the administrative policies that he considered pertinent and would expect to be documented within Authorities. The Board's attention was accordingly drawn to Appendix A of the report which set out a draft Risk Assessment Form which had been drafted in order to satisfy the requirements of the Pension Regulator in this respect.

Upon consideration of the Risk Assessment Form, the Board requested that column 3 be amended to clarify a High/ Medium/ Low risk rating, with 1 being low and 10 being high.

The Board were generally satisfied with the inclusion of each Risk Area presented within the draft Form and requested that relevant risk owners complete the 'test' and 'next review' sections for consideration at the next meeting of the Local Pension

Board. The Chair noted that the Risk Assessment Form could be further refined and enhanced over time, as required.

RESOLUTION

It was **RESOLVED** that

- 1. The Local Pension Board Risk Assessment Form be approved, subject to the amendment outlined above.**
- 2. Risk Owners to complete relevant sections of the Risk Assessment Template for consideration at the next meeting of the Local Pension Board.**

9 TO RECEIVE AND NOTE A REPORT ON THE FIREFIGHTERS' PENSION SCHEME 2015 – DISCRETIONS POLICY

The Head of Human Resources reported that the Authority was required to confirm how it would apply certain employer discretions in relation to the Firefighters' Pension Scheme Regulations (Wales) 2015 and other pension related regulations in the form of a discretions policy statement.

The Board were informed that there was no documented discretions policy in place in relation to the 1992 and 2007 schemes. However, the Authority had in the past exercised a discretion whereby members of a scheme could transfer existing pension entitlements into the scheme within 3 years of becoming a scheme member. It was noted that the regulations allowed for transfers within 12 months of joining.

Attention was drawn to Appendix 1 of the report which provided a draft Discretions Policy statement in relation to the exercise of a number of discretions under the Firefighters' Pension Scheme Regulations (Wales) 2015.

Board Members noted the determinations outlined within the policy in respect of Continual Professional Development payments being treated as pensionable pay [Regulation 26 (1) (d)] and absence from scheme employment requiring payment of Member and Employer Contributions [Regulation 120 (2), (3) and (4)].

RESOLUTION

It was **RESOLVED** that the Discretions Policy be noted.

10 ANY OTHER ITEMS OF BUSINESS THAT BY REASON OF SPECIAL CIRCUMSTANCE, THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY, PURSUANT TO SECTION 100B(4)(B) OF THE LOCAL GOVERNMENT ACT 1972.

There was no other business.

The meeting closed at 15:05.