



Democratic Support Service
County Hall
Northampton
NN1 1DN

**Northamptonshire Fire & Rescue Service
Local Pension Board
Meeting held in public in
The Conference Room, Moulton Logistics Centre, Moulton, Northampton**

Actions & Summary of Meeting: Monday 11 March 2019

Agenda Item No: 2

PRESENT:-

Shaun Hallam (Employer Representative & Chairman)

Helen King

Employer Representative

Jim Dorrill

Employee Representative

Also in attendance (for all or part of the meeting)

Jenny Daniels
Darren Dovey
Paul Hanson
Gary McLellan
Joanne Walton

Democracy Officer (minutes)
Chief Fire Officer
Democratic Services Manager
Principal Regulations Officer
LGSS Pensions Governance & Regulations Manager

Item No.	Item	Action to be taken by
01/19	<p><u>Apologies for Absence and Declarations of Interest:</u></p> <p>Apologies were received from the Head of Pensions, Mark Whitby.</p> <p>There were no declarations of interest.</p> <p>Helen King was welcomed to her first meeting. She was the Chief Finance Officer at the Office of the Police, Fire and Crime Commissioner for Northamptonshire.</p>	
02/19	<p><u>Minutes of the Meeting held on 10 September 2018:</u></p> <p>It was noted that Stage 2 panels used to go to Elected Members but from now on they would go directly to the Monitoring Officer of the Office of the Police, Fire & Crime Commissioner, Paul Bullen. A discussion was held on whether 1 person was adequate but the rules were not written for the scenario that they were now in with just 1 Elected Member being the Police, Fire and Crime Commissioner. It was confirmed the documentation would need to be amended accordingly and there could be consultation with trade union representatives. The Chief Fire Officer confirmed he could also e-mail other fire authorities to ascertain what they had done in this position.</p> <p>It was confirmed the risk register had not been fully completed as yet. Shaun Hallam would do so for the next meeting.</p> <p>Paragraph 04/18, 2nd bullet point. It was noted there were also 17 underpayments.</p> <p>Paragraph 04/18, 5th bullet point should read 31 December 2018.</p> <p>Paragraph 04/08, 2nd sentence to finish after the word 'amount'.</p> <p>Paragraph 05/18. Helen confirmed that they were happy to amend their rules relating to the Overpayment of Pension Policy.</p> <p>Paragraph 06/18, to remove the 2nd and 4th bullet points.</p> <p>Paragraph 06/18, 1st bullet in answer to queries section to read 'could provide some more comprehensive training'.</p> <p>Paragraph 06/18, 2nd in answer to queries section to state the Pensions Regulator offered a toolkit.</p>	<p>Shaun Hallam</p>

	<p>References to GNP should state GMP</p> <p>RESOLVED that: the Local Pension Board approved the minutes of the meeting held on 10 September 2018 subject to the following amendments:</p> <ul style="list-style-type: none"> • Paragraph 04/18, 2nd bullet point to state ‘it was noted there were also 17 underpayments. • Paragraph 04/18 5th bullet point to read 31 December 2018 • Paragraph 04/18 2nd sentence to finish after the word ‘amount’ • Paragraph 05/08 Helen confirmed that they were happy to amend their rules relating to the Overpayment of Pension Policy • Paragraph 06/18 to removed the 2nd and 4th bullet points. • Paragraph 05/18 1st bullet point in answer to queries section to read ‘could provide some more comprehensive training’ • Paragraph 06/18 2nd bullet point in answer to queries section to state the Pensions Regulator offered a toolkit • All references to GNP should state GMP. 	<p>Jenny Daniels</p>
<p>03/19</p>	<p><u>Northamptonshire Firefighters’ Pension Scheme(s) Administration:</u></p> <p>At the Chairman’s invitation, Pensions Governance & Regulations Manager Joanne Walton introduced this report (copies of which had been previously circulated) highlighting the following:</p> <ul style="list-style-type: none"> • Impressive progress could be seen in the contracting out reconciliation project. • HMRC were slowly dealing with queries but a full response was not expected until the first week of April. The following report would provide further information on this. <p>In answer to a query on the report it was stated that the volumes of those retiring had reduced and they expected between 6 and 8 people were likely to retire each year in future.</p> <p>RESOLVED that: the Local Pension Board (Firefighters' Scheme) noted the update.</p>	
<p>04/19</p>	<p><u>Northamptonshire Firefighters’ Pension Scheme Data Improvement Policy and Plan:</u></p> <p>At the Chairman’s invitation, LGSS Pensions Governance & Regulations Manager, Joanne Walton introduced this</p>	

report (copies of which had been previously circulated) stating the following:

- This was a document required by the Pensions Regulator's code of practice.
- Appendix 1 demonstrated the commitment to improving and maintaining the quality of the data held and a brief plan was included in appendix 2 to the report.
- Some items were national initiatives whilst others were items they were aware of improvement was required.
- There were a small number of members where an address was not held and if they had left the service there might not be a way of obtaining one for them. They were about to set up a contract to screen data and identify those who had passed away and obtain corrected addresses. They were aware of 4 providers on the National LGPS Framework offering this service and in the first year it would cost between £900 and £1,800.
- The Pensions Regulator did ask who their mortality screeners were and in the past they've had to state there were none.
- They had 633 members 21 of which they had no address for and it was difficult to know the whole cost until they attempted it. Some of the providers continued to the point of obtaining a death certificate for someone who had died. The Department of Work and Pensions did not provide a service that was completely satisfactory and so a more effective provision was being procured via the Framework which Northamptonshire Fire were invited to participate in. They would also work on data fails which shouldn't take too long to achieve a 100% common data score.

In answer to queries on the report the following was confirmed:

- The common data score should always be 100%. It was harder to be more accurate with the scheme specific data. All schemes were doing something slightly different but it was hoped that by year 2 consistency of reporting would be improved.
- They were initially considering procuring a mortality screening and address tracing provider for 2 years with an option to extend for a further 2 years.
- There was a privacy notice and they just needed to put it on to the Office of the Police, Fire and Crime Commissioner for Northamptonshire's website.
- There was a need to also update the privacy notice in terms of the relevant links.

RESOLVED that: The Local Pension Board noted:

- 1) The Data Improvement Policy; and**

Joanne Walton

	2) The Data Improvement Plan.	
05/19	<p><u>Northamptonshire Firefighters' Pension Scheme(s) Anti-Fraud and Corruption Policy</u></p> <p>At the Chairman's invitation, LGSS Pensions Governance & Regulations Manager, Joanne Walton introduced this report (copies of which had been previously circulated) stating the Policy confirmed they were doing their best to protect the benefits of the Fire Scheme. The Policy stated what their statutory duties were and the procedure in place to avoid fraud and corruption within the scheme.</p> <p>In answer to queries on the report the following was confirmed:</p> <ul style="list-style-type: none"> • They had been slow to start developing some policies. Others were good governance to have. Once the risk register was complete they would be compliant with the code of practice. • The results of the Pensions Regulator's 2018 governance administration survey was due which would identify which schemes were doing well in this respect. There was a website which would contain all the policies but it required development and links so that people could access it. Joanne Walton would work on this. • The majority of policies were updated every 2 years. <p>RESOLVED that: the Local Pension Board (Firefighters Scheme):</p> <ol style="list-style-type: none"> 1) Recommended the Anti-Fraud and Corruption Policy to the Scheme Manager for approval; and 2) Confirmed that immaterial amendments to the Policy could be approved through delegated authority to the Head of LGSS Pensions 	Joanne Walton
06/19	<p><u>Reporting Breaches of the Law to the Pensions Regulator Policy</u></p> <p>At the Chairman's invitation, LGSS Pensions Governance & Regulations Manager, Joanne Walton introduced this report (copies of which had been previously circulated) stating it was a really important policy as everyone had a duty to report breaches of the law whether they be a member of the Pensions Team, advisor, member of the Pensions Scheme. The regulator only wished to know about breaches that were material. The policy detailed things to consider when deciding to report something. It was important to ensure everyone was happy with the process detailed in Section 11 of the report.</p>	

	<p>In answer to a query on the report it was confirmed the policy would cite the office of the Office of the Police, Fire and Crime Commissioner for Northamptonshire for notification when a breach occurred. They would be notified anyway of anything that was reported but it would be cited in the policy</p> <p>RESOLVED that: the Local Pension Board:</p> <ol style="list-style-type: none"> 1) Reviewed the Reporting Breaches of the Law to the Pensions Regulator Policy; and 2) Delegated to the Head of Pensions in consultation with the Chairman any immaterial amendments to the Policy once approved by the Scheme Manager. 	<p>Joanne Walton</p>
<p>07/19</p>	<p><u>Any Other Business:</u></p> <p>The Chief Fire Officer noted that he had been contacted by a member of the scheme who had received a compensation payment.. He had previously elected not to be a modified member of the scheme.</p> <p>There remained £20,000 of unpaid compensation from the Popularis case.</p> <p>He was working with the Head of HR to ascertain what was happening with the possibility of strike-out and who would pay for it; the new or old fire authority.</p> <p>There was someone to replace Terry Smith but the Fire Service would ask again and if needs be hold an election.</p> <p>The subject of more frequent meetings was discussed as the Scheme Advisory Board had suggested they have 4 meetings a year. The statutory requirement was 2 meetings a year. There was also the question of training. It was agreed a training session would be organised to take place in June or July 2019 and Local Government Association Pensions Adviser Clair Alcock would be asked to provide refresher training. LGSS Pensions Governance & Regulations Manager, Joanne Walton would arrange it.</p> <p>RESOLVED that: The Local Pension Board (Firefighters Scheme) noted:</p> <ol style="list-style-type: none"> 1) That compensation claims were still being made; 2) The Chief Fire Officer and Head of HR were working together to ascertain who would fund strike-out compensation; 3) The Fire Service would offer the option to join the Local Pension Board to Firefighters and if needs 	<p>Darren Dovey</p> <p>Shaun Hallam</p>

	<p>be hold a ballot;</p> <p>4) The LGSS Pensions Governance & Regulations Manager, Joanne Walton would arrange refresher training to take place in June or July 2019.</p>	Joanne Walton
08/19	<p><u>Date and Time of Next Meeting:</u></p> <p>Monday 9 September 2019.</p>	Jenny Daniels

There being no further business the meeting closed at 3.05pm.
 Jenny Daniels, Democracy Officer

