

**SOUTH WALES FIRE & RESCUE AUTHORITY**

**MINUTES OF THE LOCAL PENSION BOARD MEETING  
HELD ON MONDAY 25 JANUARY 2021 AT  
SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS  
OR REMOTELY VIA STARLEAF**

**31. PRESENT:**

<b>Councillor</b>	<b>Left</b>
S Bradwick (Chair)	Rhondda Cynon Taff
D White	Bridgend
L Brown	Monmouthshire
V Smith	Monmouthshire
S Saunders	Fire Brigades Union
D King	Fire & Rescue Service Association
R Prendergast	Association of Principal Fire Officers
Mr I Traylor	Pensions Service Director, Rhondda Cynon Taff BC

**OFFICERS PRESENT:-** DCO Sally Chapman - Monitoring Officer, ACO A Reed – Director of People Services, Mr C Barton – Treasurer, Ms K Jeal, Accountant, People Services

**32. DECLARATIONS OF INTEREST**

All Members declared a personal non-prejudicial interest in each agenda item which affected their Authority.

**33. CHAIR’S ANNOUNCEMENTS**

Cllr Bradwick welcomed new member Cllr White who also sits on the Swansea Council Local Pension Board.

Mr King asked as a mark of respect that a minutes silence be held as there has been a number of retired Service members who have recently passed away.

**34. MINUTES OF PREVIOUS MEETING**

The minutes of the Local Pension Board meeting held on 19 October 2020 were received and accepted as a true record of proceedings. Item 23 the words “the noted” were deleted as duplicated.

### **35. LOCAL PENSION BOARD - FIREFIGHTER PENSIONS ADMINISTRATION: KEY PERFORMANCE INDICATORS AND ADMINISTRATION ACTIVITY**

Mr Ian Traylor presented Members with an update on the KPI Statistics, and administration activity. The report updated members on key activity undertaken for the period 1<sup>st</sup> April to 30 November 2020. Mr Ian Traylor reported that there remains a high level of compliance and they will continue to monitor. The question was raised regarding cases going over 5 working days and Mr Ian Traylor explained that this was due to some case being of a complex nature, the compliance target level is 90 - 95% but the expectation is to meet 100%.

Mr Ian Traylor advised that they ensure that the data quality held for FS Members is appropriate and continues to improve. The Member Self-Service Statistics continue to increase with a higher level of active members, whilst the number of retired members is lower this will increase over time as staff retire from the Service.

#### **RESOLVED THAT**

Members noted the performance data, relevant pension administrative activity and update.

### **36. LOCAL PENSION BOARD - MEMBERS HANDBOOK**

ACO People Services presented the completed members Handbook Chapters 1-16 for final approval by the members.

#### **RESOLVED THAT**

Members approved the completed version of the members Handbook and agreed to an annual review beginning January 2022.

### **37. LOCAL PENSION BOARD - JANUARY 2021 TRAINING FRAMEWORK**

ACO People Services reported that all members had now completed their Training Needs Analysis (TNA) to support the training strategy for the year ahead. ACO People Services will ensure all relevant paperwork and TNA will be forwarded to new Member Cllr White. Today's training session will focus on the role of advisors and key persons.

## **RESOLVED THAT**

Members agreed to this meetings area of focus of the training strategy.

### **38. TRAINING SESSION FOR MEMBERS - VERBAL**

Mr Ian Traylor provided an update to members on the:

- Role of the advisors and key persons
- Service Level Agreement (SLA)
- Responsibilities
- Discretions

Mr Ian Traylor stated that the RCT team continue to maintain their in house expertise, there are 3 members of staff that have a depth of knowledge and experience around the FRA as well as the broader wider team. The following items were part of a number of services provided as agreed in the SLA:

- Supporting the Pension Board
- Member Pension Benefits - accurate records and data
- Pension Payroll
- Member Communication
- Annual Benefit Statements
- Pension Tax Statements
- Annual Return to Regulator on behalf of FA

Mr Ian Traylor encouraged all Members to go through the SLA in detail as it set out the responsibilities of both parties.

Cllr Smith asked for information around the backing up of data with employees now working from home. Mr Ian Traylor reported that as per RCT's Business Continuity Plan all data is held by a third party and arrangements are in place for a daily back up to take place in a data centre which is held in the UK. All securities are in place. All information is held on a portal and secured.

## **RESOLVED THAT:**

Members noted the update. It was agreed that an annual review of the SLA will take place going forward.

### **39. UPDATE ON PENSIONS CONSULTATION**

ACO People Services reported that there has been no outcome of the McCloud / Sargent Case. The employers response that was previously

brought to this group has been given to the Treasury and the deadline for response closed in October 2020. It is usual to take around 4 months to review and it is expected that the outcome of the consultation will be published in February. Separate to this ACO People Services continues to keep a watch and brief on the awaited judgement from the Employment Tribunal (ET) held in December regarding FRA Legal Powers to implement the outcome of the ET decision (immediate detriment). As soon as a response is received Members will be advised of the outcome.

**RESOLVED THAT:**

Members noted the update.

**40. FORWARD WORK PROGRAMME FOR LOCAL PENSION BOARD 2020/2021**

The ACO People Services advised Members with the Forward Work Programme for 2020 / 2021 was now completed. The ACO People Services will put together the Forward Work Programme for 2021 / 2022 and include a review of the SLA and Members Handbook, which was agreed by Members.

**30. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRPERSON DEEMS URGENT (PART 1 OR 2)**

There were no items of urgent business for Members to consider.