

**FPS LOCAL PENSION BOARD****REPORT OF THE CHIEF FIRE OFFICER****For Recommendation****1. BACKGROUND**

- 1.1 The Cleveland Fire Authority Firefighter Pension Scheme Local Pension Board (LPB) held its Annual Meeting on 26 October 2021.
- 1.2 As part of the annual review of governance and administration, the Boards terms of reference were reviewed and the Chair presented the Annual Report to the Board. Copies of LPB papers can be found at: <https://www.clevelandfire.gov.uk/meeting/2-november-2021/>

**2. RECOMMENDATIONS**

- 2.1 That the Authority nominate two Employer representatives to the Board as detailed at paragraph 3.
- 2.2 That the Authority nominate one Employer Substitute to the Board.
- 2.3 That the Chairs Annual Business Report at Appendix 1 be noted.

**3. INFORMATION**

- 3.1 Following the recent resignation of an Employer Member representative, there is now a vacancy which Members are asked to appoint to.
- 3.2 The Board agreed in 2019 to increase the membership from four Members (two Employers and two Employees) by an additional one Employer and one Employee representative, to support the Boards quoracy and governance. Due to being unable to recruit an additional Employee member following two recruitment campaigns, a third Employer Member was unable to be appointed.
- 3.3 I have recently been informed that a third Employee representative may be interested in joining the Board and Members are asked to nominate a third Employer representative to coincide with the appointment of a third Employee Member.
- 3.4 At the annual meeting the Board discussed the provision and establishment of substitutes on the Board, to ensure its quoracy and legal obligations and agreed to appoint one substitute Employer Representative Member and one Employee Representative Member to the Board.

- 3.5 The substitutes would be able to act as Board members in the absence of one of the relevant full members, and would also be encouraged to attend board meetings as observers. Substitutes would also be invited to attend training sessions to help improve their knowledge and understanding of pension issues.
- 3.6 The Chair of the Board's Annual Business Report, detailing membership, governance, and administration is attached at Appendix 1 for Members information.

**IAN HAYTON**  
**SCHEME MANAGER - FPS LOCAL PENSION BOARD**