

FIREFIGHTER PENSION SCHEMES MINUTES OF ANNUAL BOARD MEETING 14 AUGUST 2025 – 2.00PM

PRESENT:	EMPLOYER REPRESENTATIVES Councillor John Kabuye- Chair Councillor David Coupe EMPLOYEE REPRESENTATIVES Alan Turner- Vice Chair James Sudron Sid Walker
IN ATTENDANCE:	Pete Rickard - Scheme Manager Kristine Ward- ACFO- DSPPR Michelle Richardson - Brigade Pensions Advisor Ross Spedding – Governance Sharon Potter – XPS Business Services
APOLOGIES FOR ABSENCE	Councillor Dennis McCabe Councillor Mick Stoker Councillor Gary Allen Graeme Hall– XPS Business Services

1. **APPOINTMENT OF CHAIR FOR THE ENSUING YEAR**

The SM sought nominations for position of Chair of the Local Pension Board. Councillor John Kabuye was proposed and seconded whereupon nominations were closed.

RESOLVED – that Councillor John Kabuye be appointed Chair of the Local Pension Board for the ensuing year.

2. **APPOINTMENT OF VICE CHAIR**

The Chair sought nominations for the position of Vice Chair of the Local Pension Board. Mr Alan Turner was subsequently proposed and seconded whereupon nominations were closed.

RESOLVED – that Mr Alan Turner be appointed Vice Chair of the Local Pension Board for the ensuing year.

3. **DECLARATION OF MEMBERS INTERESTS**

It was noted that Councilors Coupe and Kabuye are both members of the Teesside Pension Board. No other Declarations of Interests were submitted to the meeting.

4. MINUTES

RESOLVED – that the Minutes of the Local Pension Board Meeting on 22 May 2025 be confirmed.

5. CHAIR'S ANNUAL REPORT TO THE BOARD

The Board considered the Chair's Annual Business Report for the period August 2024 to July 2025. This included:

- | | |
|------------------------------|--|
| • Membership | • Breaches of the law |
| • Terms of Reference | • Risk Register |
| • Board Activity | • GDPR |
| • Finance | • FPS Bulletins |
| • Notifications of Interests | • Approved Policy/Guidance Documentation |
| • Record Keeping | • Training |
| • Transparency | |

RESOLVED:

- (i) That the Chairs Annual Report be noted and be forwarded to the Scheme Manager to present at the Cleveland Fire Authority meeting on 17 October 2025 for information.**
- (ii) That quoracy for this meeting will now be 4 representatives; 2 employer and 2 employee.**
- (iii) That 3 breaches were reported to the Board for the period of August 2024 to July 2025.**

6. SCHEME MANAGERS' REPORT TO THE BOARD

The Scheme Manager (SM) provided the Board with the following updates:

- Governance and Administration - Updated Terms of Reference & Scheme Work Programme 2025/26 – approved.
- Scrutiny- noted.
- Risk- noted that the separate risk registers have been consolidated.
- Deferred Choice (DC) – RSS Issuance- noted.
- Immediate Choice (IC) – RSS Issuance- noted that 4 are outstanding.
- Contingent Decisions- The knowledge gap around pensions internally was noted and the need for additional resilience.
- Matthews Remedy- on track to meet the 31 October 2025 deadline.
- Pensions Dashboard- noted.
- Annual Benefit Statements (ABS) Issuance- noted.
- Training- noted the need for Member training due to change in the Board's membership.

RESOLVED:

- (i) That the Scheme Manager's Report be noted.**
- (ii) That Member training is required due to changes in Board membership.**
- (iii) That additional internal resilience is needed for pension knowledge.**

7. PERFORMANCE

7.1 XPS Performance Delivery Report Q1– ending 30 June 2024

The Board considered the Performance Delivery Report for 1 April – 30 June 2025 which covered Remedy Updates, Service Delivery Headlines, Looking Forward, Complaints, Member Engagement and Regulations and Guidance.

RESOLVED – That the report be noted.

8. COMMUNICATIONS AND BULLETINS

MR presented the actions from FPS Bulletins 74, 77, 81, 83, 86, 89, 92, 93 and 94 and provided an update on progress.

RESOLVED – that the FPS Bulletin Log be noted.

9. ANY OTHER BUSINESS

There were no additional items for discussion.

**COUNCILLOR JOHN KABUYE
CHAIR**