



FIREFIGHTER PENSION SCHEMES MINUTES OF ANNUAL BOARD MEETING 6 NOVEMBER 2024 – 2.00PM

PRESENT:	EMPLOYER REPRESENTATIVES Councillor Ben Clayton - Chair Councillor David Coupe EMPLOYEE REPRESENTATIVES Mr David Howe
IN ATTENDANCE:	Pete Rickard - Scheme Manager Michelle Richardson - Brigade Pension Advisor Louise Tindall – Governance Graeme Hall - XPS Business Services
APOLOGIES:	Councillor Mick Stoker Mr Alan Turner - Vice Chair Mr Sid Walker Sharon Stoker – XPS Business Services

1. **WELCOME**

The Scheme Manager (SM) informed the Board that this would be his last meeting before retirement and welcomed the new Chief Fire Officer Peter Rickard to the meeting. He also welcomed Graeme Hall (GH) and Sharon Stoker (SS) from XPS Business Services.

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

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

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

3. **DECLARATION OF MEMBERS INTERESTS**

It was noted no Declarations of Interests were submitted to the meeting.

4. 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.

5. MINUTES

RESOLVED – that the Minutes of the Local Pension Board Meeting on 21 February 2024 be confirmed.

6. CHAIR’S ANNUAL REPORT TO THE BOARD

The Board considered the Chair’s Annual Business Report for the period August 2023 to July 2024. 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 – That the Chairs Annual Report be noted and be forwarded to the Scheme Manager to present at the Cleveland Fire Authority meeting on 18 October 2024 for information.

7. SCHEME MANAGERS’ REPORT TO THE BOARD

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

- Governance and Administration - Updated Terms of Reference & Annual Work Programme 2024/25 - approved
- Training & Development - noted
- Discretions Applied - none
- Ill Health – one
- Appeals - none
- IDRP - one complaint investigated and not upheld
- Members and Movement - noted
- Breaches of the law – none
- Internal Audit Report 2023/24 - noted
- Cyber Security - no reported breaches
- Risk Register - noted
- Immediate Choice Remedial Service Statements (IC-RSS) Rollout - noted
- Contingent Decisions - noted
- Matthews Remedy Update - noted

RESOLVED - That the Scheme Manager’s Report be noted.

7. PERFORMANCE

7.1 XPS Contract Management Update

GH informed the Board that Sharon Stoker would be client relation manager for the Brigade moving forward and that the quarterly performance reporting format had been updated and feedback was welcomed.

Councillor Coupe asked whether the 'personal pension dashboard' proposed by the previous government was still being actioned. GH confirmed this would be ready to access in 12 months.

RESOLVED – That the verbal update be noted.

7.2 XPS Performance Delivery Report Q1– ending 30 June 2024

The Board considered the Performance Delivery Report for 1 April – 30 June 2024 which covered Headlines, Scheme Events and Projects, Errors and Complaints, Member Experience, Membership, Data Quality, and Regulations and Guidance.

RESOLVED – That the report be noted.

8. COMMUNICATIONS AND BULLETINS

MR presented the actions from FPS Bulletins 78, 79, 80, 81 and 82 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 BEN CLAYTON
CHAIR