

## Notice of Meeting

# Surrey Local Firefighters' Pension Board



**Date & time**  
Thursday, 29 March  
2018 at 3.00 pm

**Place**  
Surrey Fire and  
Rescue Service  
Headquarters,  
Croydon Road,  
Reigate, Surrey, RH2  
0EJ

**Contact**  
Sharmina Ullah  
Room 122, County Hall  
Tel 02082132838  
  
sharmina.ullah@surreycc.gov.uk

**Chief Executive**  
Joanna Killian

**If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email [sharmina.ullah@surreycc.gov.uk](mailto:sharmina.ullah@surreycc.gov.uk).**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Sharmina Ullah on 02082132838.**

### **Employer Representatives:**

Mr Nick Harrison (Employer Representative (Firefighters' Pension Scheme)) (Chairman)  
Sally Wilson (Vice-Chairman)

### **Employee Representatives:**

Richard Jones (Employee Representative (Firefighter's Pension Scheme)) and Glynn Parry-Jones (Employee Representative (Firefighters' Pension Scheme))

## **TERMS OF REFERENCE**

The role of the Local Firefighters' Pension Board as defined in the draft Firefighters' Pension Scheme (Amendment) (Governance) Regulations 2015, is to assist the Fire and Rescue Authority Scheme Manager:

a) to secure compliance with:

- i) the scheme regulations;
- ii) any other legislations relating to the governance and the administration of the Firefighters' Pension Scheme and any other connected scheme;
- iii) any requirements imposed by the Pensions Regulator in relation to the Firefighters' Pension Scheme

b) to ensure the effective and efficient governance and administration of the Firefighters' Pension Scheme.

## **AGENDA**

### **1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

The Chairman to report any apologies.

### **2 MINUTES FROM THE PREVIOUS MEETING: 26 OCTOBER 2017**

(Pages 5  
- 12)

To agree the minutes from the last meeting as a true record.

### **3 DECLARATIONS OF INTEREST**

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

#### **Notes:**

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

### **4 QUESTIONS AND PETITIONS**

To receive any questions or petitions.

#### **Notes:**

1. The deadline for Member's questions is 12.00pm four working days before the meeting, Friday 23 March 2018.
2. The deadline for public questions is seven days before the meeting, Thursday 22 March 2018.
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### **5 ADMINISTRATION UPDATE: 1 SEPTEMBER 2017 - 28 FEBRUARY 2018**

(Pages  
13 - 34)

#### **Purpose of the report:**

To update the Board on performance and current issues from 1 September 2017 – 28 February 2018.

**6 ANNUAL BENEFIT EXERCISE STATEMENT EXERCISE 2018 UPDATE** (Pages 35 - 38)  
**Purpose of the report:**

To inform the Board of the plan for the production of the 2018 Annual Benefit Statements (ABS's), ensuring the statutory deadline of 31 August 2018 is met.

**7 PREPARING FOR GENERAL DATA PROTECTION REGULATIONS (GDPR)** (Pages 39 - 42)

**Purpose of the report:**

With new data protection regulations due to come into force in May 2018 this report summarises progress to date and highlights future activity in Pensions Administration to ensure compliance with the new legislation.

**8 SURREY FIREFIGHTER'S PENSION RISK REGISTER** (Pages 43 - 48)

**Purpose of the report:**

The Board is asked to note the content of this report, including changes to the scoring of current risks and the inclusion of additional risks and approve the Surrey Firefighter's Pension Scheme (FFPS) Risk Register (shown as Annex 1). The Board is further asked to make recommendations of any amendments to the Surrey FFPS Risk Register.

**9 OMBUDSMAN'S DETERMINATION THE NEW FIREFIGHTERS' PENSION SCHEME (ENGLAND) (2006 SCHEME)** (Pages 49 - 60)

**Purpose of the report:**

The Board to note the Ombudsman's determination regarding a recent case in relation to Warwickshire Fire and Rescue Authority.

**10 DATE OF THE NEXT MEETING**

For the Board to agree the next meeting date.

**Joanna Killian**  
**Chief Executive**  
Published: 22 March 2018

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*Thank you for your co-operation*