

## Notice of Meeting

# Surrey Local Firefighters' Pension Board



**Date & time**  
Wednesday, 3 July  
2019 at 10.00 am

**Place**  
Members' Conference  
Room, County Hall,  
Penrhyn Road,  
Kingston upon  
Thames, KT1 2DN

**Contact**  
Ben Cullimore  
Room 122, County Hall  
Tel 02082132782  
ben.cullimore@surreycc.gov.uk

**Chief Executive**  
Joanna Killian

**If you would like a copy of this agenda or the attached papers in another format, e.g. 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 [ben.cullimore@surreycc.gov.uk](mailto:ben.cullimore@surreycc.gov.uk).**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Ben Cullimore on 02082132782.**

**Elected Members:**

Mr Nick Harrison (Employer Representative) (Chairman)

**Independent Representatives:**

Sally Wilson (Employer Representative) (Vice-Chairman), Richard Jones (Employee Representative), Glyn Parry-Jones (Employee Representative)

### TERMS OF REFERENCE

The Committee is responsible for the following areas:

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**

To receive any apologies for absence and substitutions.

### **2 MINUTES FROM THE PREVIOUS MEETING: 1 MAY 2019**

(Pages 5  
- 10)

To agree the minutes as a true record of the meeting.

### **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:**

- The deadline for Member's questions is 12.00pm four working days before the meeting (27 June 2019).
- The deadline for public questions is seven days before the meeting (26 June 2019).
- The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### **5 ADMINISTRATION UPDATE (1 APRIL - 31 MAY)**

(Pages  
11 - 20)

The Board is asked to note the content of this report and make recommendations if any further action is required.

### **6 RISK REGISTER**

(Pages  
21 - 24)

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 Firefighters' 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.

## **7 EXCLUSION OF THE PUBLIC**

**Recommendation:** That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of the Schedule 12A of the Act.

## **8 BREACHES LOG**

(Pages  
25 - 28)

The Board is asked to consider the pensions breach log in accordance with the Surrey Firefighters' Pension Scheme breaches of law policy and guidance. It is recommended that all breaches are considered at least quarterly as part of the committee cycle.

## **9 DATE OF THE NEXT MEETING**

The next meeting of the Surrey Local Firefighters' Pension Board will be held on 23 September 2019.

**Joanna Killian**  
**Chief Executive**

Published: Tuesday, 25 June 2019

### **MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. To support this, County Hall has wifi available for visitors – please ask at reception for details.

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Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

*Thank you for your co-operation.*