

## Notice of Meeting

# Surrey Local Firefighters' Pension Board



**Date & time**  
Thursday, 5 August  
2021 at 10.00 am

**Place**  
Woodhatch Place, 11  
Cockshot Hill, Reigate  
RH2 8EF

**Contact**  
Joss Butler  
Woodhatch Place,  
11 Cockshot Hill,  
Reigate, Surrey,  
RH2 8EF  
Tel  
joss.butler@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, Woodhatch Place, 11 Cockshot Hill, Reigate, RH2 8EF, or email [joss.butler@surreycc.gov.uk](mailto:joss.butler@surreycc.gov.uk).**

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

### **Elected Members**

Councillor Nick Harrison (Member Representative (Firefighters' Pension Scheme)) (Chairman)

### **Independent Representatives:**

Richard Jones (Employee Representative (Firefighter's Pension Scheme)), Glyn Parry-Jones (Employee Representative (Firefighters' Pension Scheme)) and Dan Quin (Employer Representative (Firefighters' Pension Scheme)) (Vice-Chairman)

## **TERMS OF REFERENCE**

The Committee is responsible for the following areas:

The role of the Local Firefighters' Pension Board as defined in the 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

### 2 MINUTES FROM THE PREVIOUS MEETING: 22 APRIL 2021

(Pages 5  
- 8)

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:

1. The deadline for Member's questions is 12.00pm four working days before the meeting – 30 July 2021.
2. The deadline for public questions is seven days before the meeting – 29 July 2021
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### 5 ACTIONS TRACKER

(Pages 9  
- 14)

The Board is asked to review and note its actions tracker.

### 6 SCHEME MANAGEMENT UPDATE REPORT

(Pages  
15 - 18)

The Board has requested an update on Scheme management activities.

NB. Part 2 Annex as Item 10

### 7 ADMINISTRATION UPDATE 1 MARCH TO 30 JUNE 2021

(Pages  
19 - 72)

To note the Administration Update 1 March to 30 June 2021 and make recommendations as required.

**8 RISK REGISTER**

(Pages  
73 - 76)

The Board is asked to note the content of this report and to make recommendations of any amendments to the Surrey FFPS Risk Register.

**9 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 Schedule 12A of the Act.

**PART TWO – IN PRIVATE**

**10 SCHEME MANAGEMENT UPDATE REPORT**

(Pages  
77 - 98)

The Part 2 Annex to Item 6 is attached.

**11 DATE OF THE NEXT MEETING**

To note the date of the next meeting as 25 November 2021.

**Joanna Killian  
Chief Executive**

Published: Wednesday, 28 July 2021

### **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, Council has wifi available for visitors – please ask at reception for details.

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*Thank you for your co-operation*