

Isle of Wight Fire & Rescue Authority - Pensions Issues Log

	Nov-17	Sep-17	Jul-17	Jun-17	May-17	Jan-17	Nov-16
open issues	24	26	26	26	28	25	29
of which:							
RED	1	1	4	8	11	9	12
AMBER	9	10	11	10	10	6	7
GREEN	8	11	6	3	4	9	5
CLOSED	6	4	5	5	3	1	5
UNRANKED	0	0	0	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	24	26	26	26	28	25	29
closed issues	26	22	17	12	9	9	4

Isle of Wight Fire & Rescue Authority - Pensions Issues Log

Updated 13 November 2017

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Sep 17)	previous status (Jul 17)
3	I	Sep-16	Discretionary Powers Policy	Review and revision of IOWFRS discretionary powers required, including items 3a - 3f below	<p>UPDATE 27/9: seek guidance from LGA/Hampshire as to what discretions there are and what policies we should have. Identify what we currently have to determine whether fit for purpose. Identify where treatment is incorrect/inconsistent and formulate corrective action both in terms of policy update and member impact.</p> <p>UPDATE 09/01/17: HR colleagues have identified a list of policies in place. Work to be undertaken to determine fitness for purpose. Report to be made to Pension Fund Committee as soon as possible.</p> <p>UPDATE 20/3/17: No further progress. CS to follow up</p> <p>UPDATE 05/06/17: Claire has copy of HFRA policies, will adapt to IOW and pass to Cllr Hutchinson for approval</p> <p>UPDATE 10/07/17: Firefighters pensions scheme Discretionary Provisions Policy drafted. to send to Nigel P for review</p> <p>UPDATE 24.8.17: Feedback received, policies nearing completion in readiness for approval.</p> <p>UPDATE 13/11/17: policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p>	Claire Shand	30-Nov-17	GREEN	AMBER	AMBER
3a	I	Sep-16	Continual Professional Development (CPD) scheme payments	Regulation [18(1d)] provides for CPD payments to be pensionable on the determination of the employer. NJC collective agreement as per NJC circular 03/07 appendix A	<p>This circular informed FRAs of the agreement reached within the NJC for Local Authority Fire and Rescue Services on the introduction of the national Continual Professional Development Scheme, and confirmed payments in relation to that Scheme were pensionable (as set out in paragraph 19 of the scheme).</p> <p>UPDATE 10/11: It appears that IOWFRS has been treating CPD payments as pensionable and collecting contributions thereon, however this policy does not appear to be documented. Added issue in that it appears as though CPD payments have been incorrectly deducted from final salary figures when pensions have been put into payment.</p> <p>UPDATE 09/01/2017: dependent on review of policy, treatment identified as wrong above (i.e. exclusion from final salary for benefit purposes) may not in fact be wrong, provided that we are calculating Additional Pension Benefits on said contributions, which we are not. Issue: do not know how to process APB on <i>Altair</i> system.</p> <p>UPDATE 20/3/17: Agreed need to determine the policy position first before able to apply remedy as required.</p>	a) documentation of policy - Claire Shand b) investigation and analysis of final salary calculation - Matt Collier	a)31-Jul-2017 b)31-Aug-2017 e)31-Aug-2017 30 November 2017	GREEN	AMBER	AMBER

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		Sep-16		http://www.local.gov.uk/c/document_library/get_file?uuid=3cbb554c-6964-49b3-a254-6116ff09cb03&groupId=10180	<p>Appears that temporary promotions have been treated appropriately and therefore require no action but CPD payments will need a policy decision on whether to refund contributions or be treated as APB. To follow up with JT on her return to work.</p> <p>UPDATE 05/06/17: HFRS continue to treat CPD as pensionable payment. IOW do collection pension contributions on CPD payments, but not treated as APB. Claire/Anthony to update policies, for Cllr Hutchinson to approve. Still need to determine how to record APB on Altair.</p> <p>UPDATE 10/07/17: confirmed that CPD will be pensionable within draft discretions policy.</p> <p>UPDATE 13/11/17: policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p>	e) investigation of process for APB's on Altair system - Matt Collier				
3b	I	Sep-16	Medical review following IHR	Establish process for independent review of individual member's medical circumstances following IHR to ensure that the level of ill health pension awarded is still appropriate.	<p>UPDATE 27/9: process already in place HR leading. All members who have retired on IH last year have been reviewed. JMT to discuss with Nicki Rann, Mary Hillary to determine that we do in fact have system in place, and that it is rolling forward.</p> <p>UPDATE 09/01/2017: no further progress. Amend status to RED</p> <p>UPDATE 20/3/17 CS considered that there was a process in place for review built in for future re-assessment but will check with AT</p> <p>UPDATE 05/06/2017: Anthony Thorn to look into policy and current processes</p> <p>UPDATE 10/7/17: AT confirmed Jess has now pulled together a process which is operational. reviews will be applied at 18 month intervals for those that are in Tier 3. there is a spreadsheet that is reviewed on a regular basis so cannot miss anything.</p> <p>UPDATE 13/11/17: policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p>	Anthony Thorn Claire Shand	30/06/2017 30-Nov-2017		GREEN	GREEN
3c	I	Sep-16	Injury allowance policy	Establish injury allowance policy for IOW FRS confirming whether or not the Authority provides an injury allowance for employees in accordance with the Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011.	<p>UPDATE 27/9: Talk to HR about this policy. Recent case, compensation scheme - Matt to confirm action taken, document and publish.</p> <p>UPDATE 09/01/2017: no further progress. Amend status to RED</p> <p>UPDATE 05/06/2017: HFRA do not provide injury allowances. IOW to follow suit. Claire to update policy for Cllr Hutchinson to approve</p> <p>UPDATE 10/7/17: agreed that IWFRS would follow suit with Hampshire and not make provision for injury allowances. this is clear in the discretions policy.</p> <p>UPDATE 24.8.17: Now included in the discretionary provisions policy.</p> <p>UPDATE 13/11/17: policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p>	Claire Shand	31/07/2017 30-Nov-2017	GREEN	AMBER	AMBER

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Sep 17)	previous status (Jul 17)
3e	I	Sep-16	Re-engagement policy	review of re-engagement policy	<p>check with HFRS about this one</p> <p>UPDATE 09/01/2017: no further progress.</p> <p>UPDATE 20/3/17: No further progress CS to follow up and action. Copy of HRFS policy to be obtained. Some urgency as there is a firefighter due to retire but wishes to request re-engagement. Old policy now out of date has been removed from the A-Z document library.</p> <p>UPDATE 05/06/2017:HFRS policy is not to allow re-engagement unless certain criteria are met. Likely that IOW will adopt their policy, CS to review.</p> <p>May need to consider implication of this for potential flexible retirement options in future.</p> <p>Once policy updated, need to develop communications to get the message out</p> <p>UPDATE 10/7/17: draft re-engagement policy to be sent to Nigel for review.</p> <p>UPDATE 24/8/17: Feedback received from Nigel.</p> <p>UPDATE 13/11/17: policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p>	Claire Shand Jessica Payne	31/07/2017 30-Nov-2017	GREEN	AMBER	AMBER
5	I	Sep-16	GMP Reconciliation exercise	<p>April 2016 – State pension provision moving from two tiers to single tier. (contracting out from SERPS - employer figures need to match those of HMRC).</p> <p>All schemes will need to do a GMP reconciliation – not a legal requirement (no secondary legislation issued yet) but an 'expectation' from Pensions Regulator and HMRC.</p>	<p>Being led by pensions admin team, link to LGPS project. Access to HMRC system has been obtained.</p> <p>Working with Heywood to get necessary version of Altair to facilitate reconciliation. Timing and capacity issue for future.</p> <p>UPDATE 09/01/2017: limited progress on FPS.</p> <p>UPDATE 20/3/17: ITM had been chosen as the supplier to assist with the completion of this exercise. Phase 1 will be the completion of data matching, Phase 2 is for ITM to review the data and identify and fix any errors and Phase 3 would be the return of the file for upload back into the system.</p> <p>UPDATE 05/06/2017: phase 1 work completed for both Fire and LGPS. Extent of issue now known - no worse off than other pension admin authorities!</p> <p>remainder of work to be contracted, quotes have been obtained from 3 providers; meeting to consider next steps 22 June 2017</p> <p>UPDATE 30/06/2017: National LGPS Framework has been joined, subject to payment of fees. Plan for request for quotations to be issued by 7 July; returned by 21 July; appointment and start contract by 1 August</p> <p>UPDATE 22/8: request for further competition has been drafted - subject to review and comment by JMT and MC. Dates will slip from those above, but anticipate contract award by 1 November 2017, which will allow 12 months for work to be completed.</p> <p>UPDATE 31/8: Further competition document issued 31/8; responses due back 26/9; evaluation complete by 13/10; contract aware 19/10; contract start 30/10. Change status to GREEN. Once contract awarded and project plan established, close this issue and create new for</p>	<p>Procurement: Theresa Ellis</p> <p>Project: Matt Collier</p>	<p>Procurement: 01-Sep-2017 17-Nov-2017</p> <p>Project: in-line-with-government-timescales complete by 31-Oct-2018 (before gov't deadline 31-Dec-2018)</p>	GREEN	GREEN	AMBER

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Sep 17)	previous status (Jul 17)
					project monitoring. UPDATE 13/11/17: 2x submissions received, queries on price for one submission, being discussed with pensions admin team and procurement, and seeking advice from National Framework. Hope to award this week, for contract to start early December. Still in line with government deadline 31/12/18.					
8	I	Sep-16	Communications - general	Formulate communications strategy. What should be communicated to whom and how. Consideration of a newsletter for FFPS Members to be made accessible via Fire Website with perhaps a note attached to ABS's advising them to monitor the website for Pension information	UPDATE 10/11: Have been included on distribution of monthly Fire Routine Notice Briefing. This is the initial forum to communicate pensions issues with members. Need to determine communications plan, particularly in light of issues identified herein. UPDATE 09/01/2017: First pensions update included in Routine Notice dated 06 January 2017. Strategy to be determined. UPDATE 13/11/17: deemed to be of lower priority than some other issues, so deal with as time allows	see below	see below	AMBER	AMBER	AMBER
8a	I	Sep-16	Fire Pensions website to be created/maintained	Currently no easy source of reference for fire pension scheme members on council's website	UPDATE 10/11: Once policies and other documentation has been updated, develop new website with ICT UPDATE 09/01/2017: no progress, determined by other issues above UPDATE 20/3/17: No further progress. Will need to be factored into ICT work plan but not a priority development at this point in time due to other corporate priorities and activities for digital transformation. Need to determine what is required for communication to members. Considered that a starting point could be to publish MC's document that explains scheme provisions. Suggested reviewing Shropshire and West Sussex websites. UPDATE 05/06/2017: determine who maintains the current fire operational website (Comms team?) get additional tab on that page and add in MC's document as above, and policies as they are produced/agreed. UPDATE 06/07/2017: JMT to meet with Helen Wheller 7/7 to talk about getting additional tab added to fire operational website re pensions. Matt to then provide copies of documents to be uploaded (ABS supporting paper, decision trees etc.) UPDATE 21/08/2017: discussed with Helen Davies - in principle easy to set up. Just need to find time to do it . UPDATE 13/11/17: no further progress	Jo Thistlewood	31-Jul-17	AMBER	AMBER	AMBER

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Sep 17)	previous status (Jul 17)
8b	I	Sep-16	Communications to non-members	Target communications to non-members of the pension scheme as part of a wider communication strategy.	<p>UPDATE 10/11: Briefing for Ryde Fire Station staff scheduled for early new year which will address issues with 2015 scheme.</p> <p>UPDATE 09/01/2017: Dates for both Ryde and Newport briefings to be confirmed</p> <p>UPDATE 20/3/17: Workshops undertaken and considered to be successful.</p> <p>UPDATE 05/06/2017: agreed to check the total number of eligible staff vs those in the scheme to determine communications audience, then develop plan with Comms team.</p> <p>UPDATE 06/07/2017: based on a return to Scheme Advisory Board, at 1 October 2016 there were 198 firefighters employed, of whom 136 are members of the pension schemes.</p> <p>Agreed at Fire Pension Board meeting on 30/6 that this is not a priority, hence defer action date until autumn 2017. Future action to include review of information provided to applicants on recruitment in respect of the fire pension scheme.</p> <p>UPDATE 21/08/2017: No progress</p> <p>UPDATE 13/11/17: no further progress</p>	Jo Thistlewood	31-Oct-17	AMBER	AMBER	AMBER
8d	R	Sep-16	auto enrolment - communications for future dates	our staging date is 1 May - so were done for this year, lessons learned for future communications etc.	UPDATE 05/06/2017: next auto enrolment cycle is 2019, so time to plan.	Matt Collier Louise Brading	01-May-19	GREEN	GREEN	GREEN
8e	I	06-Jul-17	resolution of temporary promotions issue	Routine notice article to be prepared outlining the resolution of the issues with temporary promotions: couple of ongoing promotions but correct treatment is being applied and all is in hand.	<p>NEW issue 06/07/2017</p> <p>UPDATE 13/11/17: all original queries, based on date received from fire service, have been resolved., ongoing queries are being dealt with as part of business as usual. ISSUE CLOSED</p>	Matt Collier Nigel Probert	31-Jul-17	CLOSED	GREEN	GREEN
8f	I	06-Jul-17	FAQs re treatment of various allowances for pensionable purposes	list of all allowances payable, and their payroll treatment for pension, and the benefits which accrued (where applicable) process document which will be of use for flow of information between Fire Service/HR/Payroll/Pensions - what allowance, what is the treatment, which wage type on payroll, what benefit type on Altair.	<p>NEW issue 06/07/2017</p> <p>UPDATE 13/11/17: linked to issued 8, 8a and 8b. Deal with as time allows.</p>	Matt Collier	31-Jul-17	AMBER	GREEN	GREEN
12	I	Sep-16	Fire pension board resourcing requirements to be addressed	Resources needs to be identified and discussed: both financial and human resources	<p>meeting with Mick Keenan scheduled for 27 October. Staffing requirements to be discussed further with Chris Ward</p> <p>UPDATE 27/9: broader business case for resources to be made to CMT, supported by this issues log and detailed work plans.</p> <p>UPDATE 10/11: Discussions with Head of Resources have led to the formation of an officer group to review issues and develop solutions.</p> <p>UPDATE 09/01/2017: group first met on 29 November. Regular meetings scheduled on a monthly basis to review issues log and actions, and to assign workloads.</p> <p>UPDATE 05/06/2017: meetings continue, and are demonstrating good progress towards resolving issues. leave on log as monitoring measure.</p> <p>UPDATE 13/11/17: meetings are scheduled into work plan every two months. Well attended and are working well. ISSUE CLOSED, as now part of business as usual.</p>	Claire Shand	on-going	CLOSED	GREEN	GREEN

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13	I	Sep-16	Training needs analysis for fire pension board members to be undertaken	To enable compliance with statutory requirements for board members' level of knowledge and skills	<p>First board meeting had introduction to schemes and board. Chair and Officer to attend LGA annual fire pensions conference 11 October 2016. All board members to attend LGA training event in Winchester 11 November 2016. All members have been signposted to The Pensions Regulator on-line training package, with report back on progress at each board meeting. Completion of above will highlight items for further training.</p> <p>UPDATE 09/01/2017: Board member Ross Singleton has been identified as the member with responsibility for training. to be discussed at next board meeting (3 Feb 17)</p> <p>UPDATE 05/06/2017: new elected member representatives will require training once identified. informal board meeting 30 June to discuss.</p> <p>UPDATE 30/06/2017: Cllr Peace unable to attend initial board meeting 30/6, second elected member awaiting clarification from Leader of Council (with Helen Miles to resolve with Cllr Stewart). External training sessions being arranged by Wilts & Dorset (19 July), and LGA (London 22/8) - will get new member(s) to attend one of those , then develop training plan</p> <p>UPDATE 22/08/2017: session on 19 July cancelled. Cllr Barry identified as second elected member - he is attending training in London on 22/8.</p> <p>UPDATE 13/11/17: 2 of 4 board members completed tPR public service trustee toolkit, chair has completed mainstream toolkit - directed to complete public service one. Event for board members at Dorset 7 December.</p>	Ross Singleton Jo Thistlewood Nigel Probert	30/09/2017 31-Dec-2017	GREEN	AMBER	AMBER
14	I	Sep-16	Fire pension board terms of reference to be updated	agreed at first board meeting that ToR need reviewing for membership etc.	<p>UPDATE 09/01/2017: changes to ToR will be presented to pension fund committee 17 February 2017, for recommendation to full council at earliest opportunity</p> <p>UPDATE 05/06/2017: did not get done in February. Will need to go to pension fund committee before full council. to be discussed at informal board meeting 30 June.</p> <p>UPDATE 30/06/2017: agreed amendments to be made at informal board meeting, to be processed via Democratic Services.</p> <p>UPDATE 31/8: revised terms of reference will be presented to 15 November full council for approval. Change issue to green.</p> <p>UPDATE 13/11/17: fire board and committee have agreed revised ToR. for ratification at 15 November full council meeting. ISSUE CLOSED</p>	Marie Bartlett Jo Thistlewood Nigel Probert	15-Nov-17	CLOSED	GREEN	AMBER
15	I	Sep-16	National and regional representation	Consider who attends what both regionally and with other relevant events - what are they, when are they, who should go?	<p>UPDATE 27/9: current attendance: LGA technical officers groups - Matt. Board events - Nigel and Jo All events to be circulated to all interested parties to determine appropriate attendance</p> <p>UPDATE 13/11/17: events are circulated as they become known, and appropriate level of attendance is agreed. treat as business as usual. ISSUE CLOSED</p>	Matt Collier Jo Thistlewood Nigel Probert	on-going	CLOSED	GREEN	GREEN

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16	I	Nov-16	Accuracy of information received into Altair system	Develop use of i-connect software (purchased 3 years ago but never implemented) to extract information from employer payroll systems, verify changes, and input into Altair admin system to ensure integrity of data input. Following project being undertaken for LGPS, the data extract from SAP to Altair will be used as the basis for the Fire project	UPDATE 09/01/2017: Project for LGPS has stalled due to lack of ICT capability to carry out SAP data extraction. With ICT for resolution. UPDATE 20/3/17: No progress. CS to follow up with Dean Finlayson. 12.5.17 - DF confirms that to be able to produce this information required some additional tables to be created and extracted from the core SAP tables. This is not something that can be done in house and so requires the engagement of Absoft to do the work. A rough estimate of the cost to do the work would be £2/3 thousand. Bearing in mind the pending decision on the future of SAP Absoft have not yet been instructed to do the work and also requires confirmation of available funding to proceed. UPDATE 06/07/2017: estimate of cost for external support for this work established at £5k (around 40-45 hours work). Funding to be provided 50% payroll system development/50% LGPS (as majority of benefit is for LGPS). Plan for taking this forward to be developed by LB/MC. Good start but leave as RED until plan developed. UPDATE 10/7/17: LB will be discussing with Dean today. Implementation will need to be in three stages – Fire would be in third tranche as they have the smallest number of members. UPDATE 31/8: work on LGPS project has commenced, but detailed project plan required to determine when Fire work will be delivered. This issue to be left as RED subject to project plan which will cover timetable and interim solutions. UPDATE 13/11/17: LGPS project progressing , should be ready for testing for IWECC LGPS payroll by end November, for implementation 1 April 2018. May be able to launch Fire shortly thereafter,	Louise Brading Dean Finlayson Matt Collier	31-Jul-2017 for plan ON HOLD PENDING LGPS PROJECT PLAN	AMBER	RED	RED
19	R	26-Jun-17	year end accounting return FRS102	significant issues in getting clean data to actuaries for year end accounting reports for annual accounts. Issues with membership numbers for each scheme, reconciling to contribution data for said members, particularly modified scheme. Vital to get clean data to actuaries much earlier for 2017-18 year end to meet early accounting closedown timetable.	NEW issue 26/6/17 project to be established following issuance of ABS (issue 10d): once data clean on Altair, need to look at payroll data to ensure all members paying into correct scheme, and correct wage type is used for GL posting of deductions. Also check Altair for GL coding of benefits payments. will need clean data by 31 January 2018, to ensure final reports from actuary can be received before end April 2018. UPDATE 31/08/2017: initial meeting scheduled with Ann Barber and Matt Collier on 11 Sep to scope out work. change to amber as project is commencing, subject to project plan. Update 11/9: initial meeting held this morning, work is starting with Pensions team matching admin system data to payroll system. Next step is to match revised payroll output to finance data. Intention to complete by Christmas 2017. UPDATE 13/11/17: work completed from pensions administration perspective. to meet with Payroll team for reconciliation to payroll system, then pass data to Finance for final agreement.	Matt Collier Ann Barber	30-Apr-2018 31-Jan-2018	AMBER	AMBER	RED
21	I	10-Jul-17	lack of understanding of interdepartmental links with respect of fire pensions	mapping of relationships between council department and committees for decision processes etc.	New issue 10/7/17: CS to talk to JT about mapping UPDATE 13/11/17: no further progress	Claire Shand Jo Thistlewood	31-Aug-17	AMBER	AMBER	AMBER

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23	R	26-Jun-17	Brewster judgement - Supreme Court judgement	Requirement that a surviving adult partner to be formally nominated in order to be entitled to payment of survivor benefits constituted unlawful discrimination and a breach of the European Convention on Human Rights. The current rules of the Fire scheme on survivor pensions are as below 1992 Scheme - The regulations currently state that pensions are paid to spouses and civil partners only. [Part C, Rule C1] 2006 Scheme (including special members) – The regulations currently state that an eligible partner should be a 'nominated partner' [rule 1(6) of Part 2], in order to pay a survivors pension [rule 1(1) Part 4]. 2015 Scheme – A survivors pension is paid to the 'surviving partner' as defined by regulation 76. The rules of the scheme do not require someone to nominate a surviving partner. Need to ensure our scheme rules are compliant.	New issue since July meeting UPDATE 26/06/2017: Matt Collier and Judy Mason have been discussing. UPDATE 18/08/2017: LGA bulletin states "This issue for FPS only affects the 2006 scheme, for which the majority of the membership transferred to the 2015 scheme under reforms, therefore the potentially affected cohort is very small. Equally because of the local administration of pensions, nomination forms are encouraged to be completed regularly throughout the membership. The potential risk to authorities were they to pay a survivors pension without a nomination in place and without the regulations being amended to allow this, is that potentially they could be challenged by a third party. LGA share Home Office opinion that the risk of a successful legal challenge is low. UPDATE 01/09/2017 (Judy Mason): The Brewster case decision brings the LGPS in Northern Ireland into line with the LGPS in both England and Wales and Scotland which removed the nomination requirement in April 2014 (following the High Court decision in this case). Other public-sector schemes which contain similar nomination requirements for surviving cohabittees will need to review their rules to ensure that they comply with this decision. I assume that our rules do comply but this needs to be confirmed. UPDATE 13/11/17: IWC FRS is compliant. ISSUE CLOSED	Matt Collier Judy Mason	30-Sep-17	CLOSED	GREEN	n/a
25	I	10-Aug-17	Annual scheme returns for the Pensions Regulator	Public service schemes have a legal obligation to supply the Pensions Regulator with certain information via an annual scheme return. Completing the scheme return is a legal requirement and failure to complete it could result in a fine. A scheme return notice will be sent in September, this will include a date for completion. Governance issue - to be reported to board at next meeting.	New issue 10/8 Update 22/8: notice not yet received. Next Fire board meeting is 13 October UPDATE 13/11/17: scheme returns for 1992 and 2015 schemes have been submitted in advance of tPR deadlines. Issue with 2006 data from, tPR perspective. Awaiting their response to information provided before return can be submitted.	Jo Thistlewood	13/10/2017 30-Nov-2017	GREEN	GREEN	n/a
26	R	14-Aug-17	Board quorum	Nigel Probert will be out of contact for a period of between 6-12 weeks following a knee operation on 15 September. Need to ensure momentum is not lost during his absence. Need to ensure that next board meeting (13/10) is quorate	not likely to cause problems, other than ensuring that next board meeting is quorate. UPDATE 31/8: knee op delayed until mid-October. Maintain watching brief! UPDATE 13/11/17: no issues to date. Communication continues throughout absence. ISSUE CLOSED	Nigel Probert	15-Oct-17	CLOSED	GREEN	n/a
27	I	31-Oct-17	Annual allowances	does not appear that annual allowances routine for fire pension schemes has ever been run. Issue identified by request for information about transferred member. Failure to comply with legal requirements.	UPDATE 13/11/17: work has been done to provide information about the specific member, backdating calculations to 2012-13 as required. Further information from new scheme required to determine further work. CONSIDER WHETHER BREACH TO BE REPORTED TO tPR. Process for future reporting etc. to be finalised	Matt Collier Jo Thistlewood (for breach)	30-Nov-17	RED	n/a	n/a

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28	I	13-Nov-17	data quality improvement plan required	arising from conversation with tPR for LGPS, and from other DQ issues above, significant work has been done by administration team to ensure data is as good as possible, but validation and further action plan to be developed.	UPDATE 13/11/17: MC to circulate information about Aquila Heywood data quality reporting process. Cost to be established, and work considered for commissioning.	Matt Collier	30-Nov-17	AMBER	n/a	n/a
29	I	13-Nov-17	Fire pensions information to be made available on MSS	once data is validated as correct, would like to make fire pensions information available to members via self-service portal, which will enable them to carry out enquiries on-line		Matt Collier	31-Mar-18	AMBER	n/a	n/a
30										
31										
32										