

NORTH YORKSHIRE POLICE FIRE & CRIME COMMISSIONER FIRE & RESCUE AUTHORITY

Pension Board

Minutes of the meeting of the Pension Board held on Tuesday 2nd July 2019 at 10:00 at North Yorkshire Fire and Rescue Service Headquarters, Thurston Road, Northallerton

PRESENT:

Employer Representatives: Jonathan FOSTER (JF) (Chair)
Stuart SIMPSON (SS)
Marc WARREN (MW) – via telecon

Member Representatives: Alan BELL (AB) (FOA)
Alistair BIGGS (ABi) (FBU)

OPFCC Representatives: Fiona KINNEAR (FK)

Advisors in attendance: David HOOD (DH) (NYFRS Pensions Administrator/Manager)
Denise BROWN (ADB) ((Interim) Secretariat to NYPFCCFRA)
Helen SCARGILL (HS) WYPF

The agenda, reports and minutes for this meeting are on NYFRS's website

PLEASE NOTE: All actions are recorded in section 9 of the minutes

Minute Number	ITEM OF BUSINESS	To be actioned by:-
1.	WELCOME AND INTRODUCTIONS	
	<p>JF welcomed everyone to the meeting. Introductions were made as follows:</p> <p>Jonathan FOSTER (JF) – T/DCFO and Chair of Pensions Board David HOOD (DH) – Pensions Administration Manager Helen SCARGILL (HS) – Client Relationship Manager, West Yorkshire Pension Board (WYPF) Stuart SIMPSON (SS) – T/AM Head of Risk Management & Employer Rep. Fiona KINNEAR (FK) – OPFCC Policy & Scrutiny Officer (Fire & Rescue) Alan BELL (AB) – FOA Representative Alistair BIGGS (ABi) – FBU Representative Marc WARREN (MW) – Employers Representative (via telecon)</p>	
2.	APOLOGIES FOR ABSENCE / REPRESENTATION AT MEETINGS	
	<p>Andrew BLADES – FOA Representative Steve HOWLEY – FBU Representative Carl BOASMAN – Employers Representative Thomas THORP – OPFCC</p>	

	<ul style="list-style-type: none"> • FK to speak with Michael Porter regarding representation at this meeting and whether a member of the OPFCC needs to be included on the Board. • ABi to write to JF to confirm change of attendance on Board by FBU members, Simon Wall to be taken off the Board. 	
3.	DECLARATIONS OF ANY PERSONAL OR PREJUDICIAL INTERESTS	
	No conflicts of interest were declared.	
4.	PREVIOUS MINUTES AND MATTERS ARISING	
	<p>Minutes The Minutes of the Board's meeting held on 27th March 2019 were accepted as a correct record.</p> <p>Proposer: Marc Warren</p>	
4.1	<p>Matters Arising DH reported the following as matters arising from the minutes:</p> <ul style="list-style-type: none"> • <i>Quality of data:</i> DH now sense checks all West Yorkshire Pension Fund (WYPF) figures. • <i>Actual pensions and payments:</i> DH completed deferred and will be sending information through to WYPF. This shows we are trying to reconcile data. • <i>Monthly postings:</i> DH & payroll now provide WYPF information on a monthly basis which allows any mismatch of data being picked up earlier. • <i>Data scoring:</i> This is a recent requirement. An update on the scores will be given at the October meeting. • <i>Training:</i> Members to revisit on-line training every two years. • <i>National Member Site:</i> DH reported something may be available towards the end of this year. LGA are hoping to commission a site similar to Avon, which all members will then be directed to rather than to local regional sites. • <i>Proposals to members considering retirement who are both wholetime and RDS:</i> DH communicated details to staff. Under 55 need to have a one month break due to tax implications. Over 55 no need to have a break. • <i>Ill health application:</i> Papers still not arrived here. DH updated SH about this and case gone through to conclusion. • <i>Dialling in to Meetings:</i> FK to speak to Simon Dennis to ensure we would be quorate should people wish to dial in or skype to meetings. • <i>Documents for approval:</i> Following the March meeting DH circulated the revised terms of reference, procedure for reporting breaches and the risk register. Board approval is required for these documents, all Board Members are requested to review and confirm back to DH that they are happy with the documents. • <i>Terms of Reference, paragraph 38:</i> FK to check the formal route to confirm where the minutes of each meeting. The Terms of Reference to then reflect this official route. • <i>Risk Register:</i> DH requested Board Members review the register and advise whether anything else needs to be captured. DH and SS to review this register against the Corporate Risk Register to ensure the matrix system used is the same. Risk register to be included as a standard item on future agendas. 	

5.	PENSIONS UPDATE Report of the Pensions Administrator/Manager	
	<p>DH presented his report.</p> <ul style="list-style-type: none"> • DH gave a membership overview and reported there had been very little movement compared to March. • Deferred – either opted out or left Authority. AB asked whether sufficient information is given to members before opting out. Opt-out form was discussed and the Group agreed sufficient information is provided. DH to add this as a risk to the register. • AB reported that he had attended wrap-up training. Key thing going to 1/4ly meetings which is what we have now done. When reading outcome of test cases, the treatment of pensionable pay can be key differences between authorities. Just because it's relevant to one service doesn't mean it's relevant to another service. On operational side when looking at roles need to include pension manager. Public sector looking at introducing dashboard over next 3 years where members can see all their pensions in one place. On the subject of the "two pension" rule (i.e."split" pensions) you can only have a maximum of two fire service pensions; could come in to play if have reduction in role, could affect us if on-call goes 100% to 75% could be classed as a second pension just by a reduction in availability due to different contract. HS not sure how this works in reality as reference pay is the same. DH to look into this further. • Ill Health Conference was very good. Slides are on the FPS Regulations website. DH to circulate link to slides. • JF and DH to agree who will attend the Firefighters Pension AGM in September. Two day meeting in London. • Board members are requested to take a look at the LGA survey and to complete if possible, see 5.3 of report. SS and AB advised they have already done this. • Same sex partners, deceased pensioners now to be looked at by WYPF. • DWP have launched a mid-life MOT website. Useful to put in an information bulletin. AB to speak with DH outside of meeting as to how to publicise this. • At 1st October we'll be in middle of looking at annual allowance. HS to send DH slides for discussion at October meeting. • Pension Transitional Arrangements: HS advised Government have been denied access to appeal, will now go to a tribunal for remedy. Tribunal may be hear in December at the earliest. <p>Board noted the contents of the report.</p>	
6.	WEST YORKSHIRE PENSION FUND UPDATE Report of the Pension Provider (Helen Scargill)	
	<ul style="list-style-type: none"> • HS sends monthly KPIs to DH • WYPF are dealing with the issues relating to transfers in • WYPF send stats for all authorities so we can compare • WYPF have established new working practices and have additional staff therefore there has been an improvement in KPIs. • HS provided a paper on meetings attended. Looking at getting a legal note on retrospection, also looking for legal note on 2015 scheme • Communication, looking at factsheets for transitional members • WYPF will now be administrators for Durham & Darlington • Monthly client reports are being sent out • At the recent Pension Awards Ceremony, WYPF won two awards 	

	<ul style="list-style-type: none"> Statements due out 6th October. For high earners, already started looking at those independently, letters will be going out to those members who will have a tax charge. 	
7.	BREACH REGISTER	
	<ul style="list-style-type: none"> DH has created a spreadsheet to log potentially reportable items to the regulator. This will be monitored and if similar issues arise, they would then become reportable. 	
8.	FUTURE ARRANGEMENTS	
	<ul style="list-style-type: none"> FK to advise whether a member of the OPFCC is required to sit on the Board and will also establish reporting arrangements. 	FK
9.	AGREED ACTIONS	
	<p>Section 4.1 – Matters Arising</p> <ul style="list-style-type: none"> DH to provide an update at the 1st October meeting on data scores <i>Dialling in to Meetings:</i> FK to speak to Simon Dennis to ensure we would be quorate should people wish to dial in or skype to meetings. <i>Documents for approval:</i> Board members are asked to review the revised terms of reference, procedure for reporting breaches and the risk register previously circulated by DH and to comment back to DH no later than 12th July <i>Terms of Reference, paragraph 38:</i> FK to check the formal route to confirm where the minutes of each meeting. The Terms of Reference to then reflect this official route. <i>Risk Register:</i> DH requested that Board Members review the register and advise whether anything else needs to be captured. DH and SS to review this register against the Corporate Risk Register to ensure the matrix system used is the same. Risk register to be included as a standard item on future agendas. <p>Section 2 – Representation at Meetings</p> <ul style="list-style-type: none"> FK to speak with Michael Porter regarding representation at this meeting and whether a member of the OPFCC needs to be included on the Board. ABi to write to JF to confirm change of attendance on Board by FBU members, Simon Wall to be taken off the Board. <p>Section 5 – Pensions Update</p> <ul style="list-style-type: none"> DH to add new risk to register around there being sufficient communication to members before they decide to opt-out of the scheme. DH to investigate the issue of members only being allowed a maximum of two FRS pensions – this could affect on-call when going from say a 100% contract to a 75% contract. DH to circulate a link to the Ill Health Conference Slides that are on the FPS Regulations website. JF and DH to discuss and agree who will attend the Firefighters Pension AGM in London in September. All to look at the LGA survey and complete if possible (https://www.surveymonkey.co.uk/r/FPS_training_survey) AB and DH to discuss how to publicise the DWP mid-life MOT website. 	<p>DH</p> <p>FK</p> <p>All Members</p> <p>FK DH</p> <p>All DH / SS</p> <p>DH</p> <p>FK</p> <p>ABi</p> <p>DH</p> <p>DH</p> <p>DH</p> <p>DH / JF</p> <p>All</p> <p>AB / DH</p>

	<ul style="list-style-type: none"> • HS to forward to DH slides for discussion at the October meeting relating to annual allowances. <p>Section 8 – Future Arrangements</p> <ul style="list-style-type: none"> • FK to advise whether a member of the OPFCC is required to sit on the Board and will also establish reporting arrangements. <p>Section 10 – Any Other Business</p> <ul style="list-style-type: none"> • DH to circulate calendar/cycle of events to Board. • DH to publish the amended training register on the website 	<p>HS / DH</p> <p>FK</p> <p>DH DH</p>
10.	ANY OTHER BUSINESS	
	<ul style="list-style-type: none"> • AB: At the Pension Advisory Board it was advised that FRS has free access to legal/actuary advice. • DH: To circulate, for information, the calendar/cycle of events to give insight as to what key events crop up in the year. • DH: Amended training register to be published on the website. • As this was ADB’s last meeting before leaving the Service, JF thanked her for her assistance with this meeting and wished her well in her new role. 	
11.	PROPOSED FUTURE MEETINGS	
	<ul style="list-style-type: none"> • Tuesday 1st October, NYFRS starting at 14:00 • Wednesday 10th December, NYFRS starting at 10:00 	All to note

The meeting concluded at 12:26