

NORTH YORKSHIRE POLICE FIRE & CRIME COMMISSIONER FIRE & RESCUE AUTHORITY

Pension Board

Draft Minutes of the meeting of the Pension Board held on Thursday 13th October 2022

PRESENT:

Employer Representatives: Jonathan DYSON (JD) (Chair)
Marc Warren (MW)

Member Representatives: Steve Howley FBU Representative & Deputy Chair

Advisors in attendance: Leanne CONSETT (LC) (People Operations Manager)
Sarah MEKINS (SM) (Senior People Advisor)
Helen SCARGILL (HS) WYPF (West Yorkshire Pension Fund)
Sam LAW (SL) ((Interim Secretariat to NYPFCCFRA)

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

PLEASE NOTE: All actions are recorded in section 10 of the minutes

Minute Number	ITEM OF BUSINESS	To be actioned by: -
1.	APOLOGIES FOR ABSENCE / REPRESENTAION AT MEETINGS	
	Apologies received from M Walker, J Manning, and Paul James; quorum met.	
2.	PREVIOUS MINUTES AND MATTERS ARISING	
	The minutes of the meeting on 6 th April were agreed as an accurate record. The meeting on 18 th July did not go ahead as planned.	
3.	ACTION / DECISION LOG REVIEW	
	The action log was reviewed, and updates given.	
4.	DECLARATIONS OF ANY PERSONAL OR PREJUDICIAL INTERESTS	
	No conflicts of interest were declared.	
5.	PENSIONS UPDATE (by exception)	
	Sarah Mekins confirmed she will report by exception or where needed regarding the administration strategy. <u>Scheme Membership Information</u>	

	<p>Membership numbers remain static with no exceptions to report, the figures are in the monthly report on the SharePoint site.</p> <p>It was confirmed the two actions were highlighted in red in the Monthly Report from West Yorkshire Pension Fund and were completed and within the timeframe set out.</p> <p><u>Internal Dispute Resolution Procedure (IDRP)</u> It was confirmed a Stage 2 process is in progress, it is being dealt with by the OPFCC and a decision is expected within the next week.</p> <p>Leanne Consett is still awaiting additional information from Adam Lee regarding the process. ACTION: Steve Howley agreed to chase this information.</p> <p><u>Pension Board Training Update.</u> The training links are regularly forwarded to members and if members have any specific requests for additional training, please forward to Sarah Mekins who will liaise with LGA Staff to organise.</p> <p><u>Firefighters' Pension Schemes Bulletins Update</u> The bulletins are being forwarded to all members.</p> <p>Sarah Mekins will be attending the AGM</p>	
6.	<p>WEST YORKSHIRE PENSION FUND UPDATE Report of the Pension Provider</p>	
	<p>Helen Scargill gave an update on behalf of West Yorkshire Pension Fund and highlighted an ongoing issue with missing monthly report experienced during July, August, and September. The information has now been received and as Helen outlined the problems encountered by her team, it was apparent that contacting the right people was an issue.</p> <p>ACTION: Sarah Mekins to arrange an up-to-date distribution list for WYPF.</p> <p>A response was provided in September to the LGA questionnaire on Matthews. A draft consultation should be published by the Home Office in the New Year.</p> <p>Instructions were issued in July to all special members who have left or are leaving stating that anybody paying by periodic payments could continue to do so.</p> <p>A reminder was given that a process should be in place to inform the Administrators of any unpaid absence such as maternity leave or Industrial Action as this absence affects the pension payable to members and the date of retirement. The process also needs to capture if any payment is subsequently made.</p> <p>ACTION: Sarah Mekins will check this procedure is in place.</p> <p>A Fire Communications Group has been established and has held its first meeting and discussed Age discrimination remedy. A format was agreed on how to manage expectations and a timeline document was produced alongside the Annual Benefit Statement and is available on the website.</p>	

	<p>The member benefit package was published, and no adverse feedback has been received and the website “hits” have doubled since publication.</p> <p>Helen gave any update on Bulletin 60 & 61 and confirmed the members website has a section on Mathews and all the information is now live and includes templates for FRA to contact those affected and a form for members if they think they have been affected by Mathews.</p> <p>A Mathews Technical Working Group has been set up to assist with the technical aspects of the project.</p> <p>West Yorkshire Pension Fund intend to move to all information being available to members via pension dashboards and a procurement exercise is underway.</p> <p>All Annual Benefit Statements for active members were produced by the 31st August deadline.</p> <p>Pension Savings Statements - There are 17 members who breached in 2021/22 with 16 having received their pension Savings Statement before the 6th October deadline and 1 case is still in progress.</p> <p>There are no breaches to report in any other area.</p> <p>West Yorkshire Pension Fund have recruited a new Pension Fund Representative who will provide support to FRAs.</p> <p>A full disaster recovery was completed by WYPF on 14th September and went well with a couple of minor issues to investigate.</p>	
7.	RISK REGISTER	
	The risk register can be found on the Risk and Assurance site on the shared enable platform and the new register should go live soon.	
8.	BREACH REGISTER	
	No breaches to report. The old register has been found and it was agreed J Dyson, L Consett and S Mekins will discuss at their planned meeting.	
9.	ANY OTHER BUSINESS	
	<p>Marc Warren asked what support/guidance is available to staff who receive a letter relating to a breach of the annual allowance and the resulting tax change.</p> <p>Nothing is currently available, and Leanne Consett agreed to investigate this, and Helen highlighted information in bulletins and templates that are available to assist.</p> <p>Action: LC will look at what guidance and support can be offered.</p> <p>Marc Warren asked about the decision not to apply Immediate Detriment and it was confirmed the decision had been made by the S.151 Officer and Monitoring Officer and will not change. Helen confirmed we have not the only FRS to make this decision to wait.</p>	

10.	AGREED ACTIONS	
	<ul style="list-style-type: none"> • IDRП – LC is awaiting an update from Adam Lee on the process. SH agreed to chase. • WYPF – SM to update contact list for WYPF following issues with monthly returns • SM to confirm a process is in place to capture unpaid leave and ensure WYPF are informed • LC to look at guidance support for those who receive a letter that they are in breach of the annual allowance. • Meeting to be arranged with JD/LC/SM to discuss <ul style="list-style-type: none"> ○ Breach Register ○ Monthly returns ○ Risk Register ○ Accrual rate. 	SH SM SM LC
11.	PROPOSED MEETINGS - 2023	
	<ul style="list-style-type: none"> • 29 March • 28 June • 27 September • 13 December 	