

NORTH YORKSHIRE POLICE FIRE & CRIME COMMISSIONER FIRE & RESCUE AUTHORITY

Pension Board

Draft Minutes of the meeting of the Pension Board held on Tuesday 11th January 2022

PRESENT:

Employer Representatives: Jonathan DYSON (JD) - Chair
Stuart SIMPSON (SS)
Leanne CONSETT (LC)

Member Representatives: Alistair BIGGS (ABi) - FBU Representative
James MANNING (JM) FOA Representative
Andy Blades (AB) FOA Representative

Advisors in attendance: 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.	WELCOME AND INTRODUCTIONS	
	J Dyson welcomed everyone to the meeting.	
2.	APOLOGIES FOR ABSENCE / REPRESENTATION AT MEETINGS	
	Apologies received from Steve Howley, Ed Billings and Marc Warren; quorum met.	
3.	DECLARATIONS OF ANY PERSONAL OR PREJUDICIAL INTERESTS	
	No conflicts of interest were declared.	
4.	PREVIOUS MINUTES AND MATTERS ARISING	
	Minutes No minutes were taken at the last Board meeting on 9 th August and a Decision and Action Log was trialled, this decision has been reversed and full minutes will now be taken.	
5.	PENSIONS UPDATE Report of the Pensions Administrator/Manager	
	Sarah confirmed she will report by exception or where needed regarding the administration strategy.	

	<p><u>Internal Dispute Resolution Procedure (IDRP)</u> There have been no new IDRPs applications since the previous meeting.</p> <p><u>Pension Board Training Update.</u> No training had been arranged and Sarah reminded everyone the TPR provide updates on modules. Claire Hay, the Senior Advisor at LGA (Local Government Association), can be booked to provide Pension and Employer training which will include a refresh on roles, responsibilities, and admin strategy. ACTION: Sarah will link in to obtain dates and book a training session for a future meeting.</p> <p><u>Scheme Membership Information</u> There has been little movement within the schemes and nothing of note to report.</p> <p><u>Firefighters' Pension Schemes Bulletins Update</u> It was agreed updates will be circulated to members when received rather than wait for the next Board meeting. Alistair queried if anyone had attended the briefings/training sessions listed within the bulletins. It was confirmed nobody has attended but Sarah will be picking these up in the future and recommended the LGA Annual Meeting to be held in Autumn for anyone who was able to attend</p>	
6.	<p>WEST YORKSHIRE PENSION FUND UPDATE Report of the Pension Provider (Helen Scargill)</p>	
	<p>Helen had no updates and reported Immediate Detriment is the focus of work at present.</p> <p>Helen confirmed the monthly client reports had been sent out on time and there was nothing of note from the bulletins that Helen wished to bring to the meeting's attention.</p> <p>The Key Performance Indicator return in January was 100%. The WYPF provides monthly information and Sarah will share this with members as it arrives.</p> <p>Helen confirmed there had been no breaches on overriding disclosure time limits in January and refreshed our understanding of this topic.</p> <p>Helen alerted the meeting to a problem with the monthly returns which have not been received since September. The issue has been raised on several occasions with no or little response. The issue was discussed at length and Sarah will pick this up after the meeting and update the Chair as soon as possible.</p> <p>The impact of not providing the monthly returns was outlined and Helen confirmed it would affect new starters and members transferring in as the calculations are made from the starting salary. Helen was able to confirm it would not impact those coming up to retirement.</p> <p>This could be a potential breach if no pension record is created for new starters. The FRA will need to review the information when it is available and decide if there has been a breach</p> <p>ACTON: Sarah will investigate where the problem has occurred and why and establish if this has affected anyone and report to the Chair as soon as possible.</p>	

	<p>ACTION: Monthly Returns to be an agenda item at the next meeting with a report on how FRA as the employer has dealt with this issue and the measures put in place to prevent it occurring again.</p> <p>Helen updated on legislation and regulation changes. The final salary scheme has closed and there is a need to look at ill health retirements in process before 1st April 2022 and check they are being dealt with and no delays.</p>	
7.	RISK REGISTER	
	<p>The risk register was last updated in March 21 and Sarah and Leanne agreed they would take on the action relating to Op5 – separating the Matthews risk from Remedy</p> <p>Alistair queried the governance and ownership of the register, and it was agreed that J Dyson, L Consett and S Mekins would update and clarify these areas.</p>	
8.	BREACH REGISTER	
	Copy of the register to be provided to Sarah.	
9.	ANY OTHER BUSINESS	
	<p><u>Pension Awareness Sessions</u>- no pension awareness seminars have been organised despite many requests.</p> <p>ACTION: JD will speak to Ray Ward to progress as a priority.</p>	
10.	AGREED ACTIONS	
	<ul style="list-style-type: none"> • S Mekins to arrange Pension Board Training session. • S Mekins to update the Chair as soon as possible on the issue with the monthly returns • Monthly returns to be added to the next agenda and a report/update given including who has been affected and measures put in place to prevent it occurring again. • J Dyson will speak to R Ward to prioritise arranging a Pension Awareness Seminar. 	
11.	PROPOSED FUTURE MEETINGS	
	Date of next meeting – 9 th March 2022 at 10am	