

AYORK & NORTH YORKSHIRE COMBINED AUTHORITY

FIRE & RESCUE AUTHORITY

Pension Board

APPROVED Minutes of the meeting of the Pension Board held on Monday 20 October 2025

PRESENT:

Employer Representatives: Jonathan DYSON – Chief Fire Officer (Chair)
Louise Branford-White – Head of Finance

Member Representatives: - James MANNING - FOA Representative
Steven Howley – FBU Representative

Advisors in attendance: Helen SCARGILL - WYPF (West Yorkshire Pension Fund)

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

Minute Number	ITEM OF BUSINES
1.	APOLOGIES FOR ABSENCE / REPRESENTAION AT MEETINGS
	Apologies received from Marc Warren, Leanne Patterson and Sarah Mekins. Steve Howley confirmed he will attend as the member representative for the FBU and Andy Los will be the substitute member. The attendees list will be updated accordingly and training arranged for Andy.
2.	MINUTES OF THE PREVIOUS MEETING
	The minutes from the last meeting on 29 July were agreed.
3.	DECLARATIONS OF ANY PERSONAL OR PREJUDICIAL INTERESTS
	No conflicts of interest were declared.
4	ACTION / DECISION LOG REVIEW
	The action Log was reviewed and updated. The Board discussed ongoing efforts to contact eligible members regarding the remedy exercise, Louise reported that the team has continued to contact members about the remedy exercise. The team is ensuring that all members, including those previously expressing no interest, are re-contacted.
5.	ITEMS FOR DISCUSSION

Local Pension Board Update – Louise provided an update and explained the delayed issuance of ABSRSS statements due to a miscommunication, the subsequent breach reporting to the pension regulator, and the current status of statement distribution.

Pension Statement Issuance and Regulatory Breach Reporting Due to a miscommunication between NYFRS and West Yorkshire Pension Fund, ABSRSS statements were not issued by the 31 August deadline but were sent out shortly after, with 83% of actives receiving them initially and the remainder following. Both West Yorkshire Pension Fund and NYFRS reported the breach to the pension regulator, with no further concerns raised by the regulator due to the swift resolution.

Louise confirmed that ABSRSS for deferred and pensioner members will be issued by the end of 2025, and members have 12 weeks to decide on contribution settlements without being charged interest, as per LGA guidance. Helen Scargill clarified that interest is calculated up to the 31 August deadline, and not for the subsequent 12-week payment window, as it is uneconomical to do so and aligns with sector practice.

Pensionable Pay Review and Overpayment Issue: Louise explained that a review found Scotland and public holiday payments were incorrectly treated as pensionable since July 2019, requiring recalculation and potential refunds to affected firefighters. Helen detailed how the overpayment affects CARE pension calculations, with adjustments to be made in the year of refund, and no retrospective corrections required for previous years.

Louise is preparing a report on the pensionable pay issue and meeting with CFO Dyson and Michael Porter to discuss on 28 October, the report is to include a comms strategy for affected members. This report will be presented to SLB.

ACTION: A meeting will be arranged with CFO Dyson, Louise & Steve after the initial briefing above, to determine next steps before the papers is presented to SLB on 13 November.

The paper to be shared with Helen for comment before finalising.

Payroll corrections for the pensionable pay issue will be implemented after the Strategic Leadership Board decision.

Matthews Remedy Progress and Pension Dashboard Update: Louise reported that out of 610 retained firefighter cases, 353 have been processed, with 214 remaining and a further 43 in other categories. The deadline for decisions is expected to be extended for those receiving information late.

Helen clarified that while the technical connection to the pension dashboard is on track for 31 October, members will not have immediate visibility of their data, as the go-live is for system connectivity rather than user access.

Workplace Pension Re-enrolment and Internal Dispute Procedures: Louise updated the Board on the new workplace pension re-enrolment date, internal dispute resolution procedures, and ongoing employment tribunal cases, which is scheduled for a hearing in 2027.

The Board discussed ongoing delays in pension processing, particularly for retired members awaiting remedy, Helen explained that calculations for retired members, especially those in the red and green categories, are time-consuming and resource-intensive, with efforts focused on completing as many as possible by year-end. Delays are partly attributed to the West Yorkshire Pension Fund operating on a different

	<p>software platform (SQL) compared to other administrators, with a migration to Oracle planned to align with sector standards and improve processing speed. Steve raised concerns about the lack of clear timelines for members, the reputational risk to the authority, and the need for improved communication to manage expectations. Helen Scargill announced the appointment of a new member services manager and the creation of a dedicated Matthews processing team to increase capacity and address the backlog.</p>
6.	WEST YORKSHIRE PENSION FUND UPDATE Report of the Pension Provider
	<p>Helen gave an update on behalf of WYPF, the recent reports have been circulated to Board members and confirmed the appointment of a new member services manager and the creation of a dedicated Matthews processing team to increase capacity and address the backlog.</p>
7.	RISK REGISTER
	<p>The board reviewed the risk register, with communication and governance risks rated green, but annual benefit statement and pension dashboard risks remaining amber or red due to factors outside local control.</p> <p>The potential need to add risks related to the pension administration platform migration, including data integrity and processing delays, to the risk register was discussed</p>
8.	BREACH REGISTER
	<p>Louise confirmed that the breach related to delayed ABSRSS issuance was documented, with both West Yorkshire Pension Fund and NYFRS reporting as required.</p>
9.	ANY OTHER BUSINESS
	<p>Member Casework and Appeals Handling: Steve and Jonathan raised concerns about delays and miscommunication in handling member retirement cases and medical appeals, agreeing to address specific cases directly after the meeting.</p> <p>Steve highlighted a case where a medical appeal was delayed by eight months due to late submission of correct forms, prompting agreement to review the process and address the breakdown in communication.</p>
10.	DATES OF NEXT MEETINGS
	<ul style="list-style-type: none"> • 28 January 2026 • 28 April 2026 • 28 July 2026 • 26 November 2026