

MEETING : LOCAL PENSION BOARD (LPB)

DATE : 27 February 2023

VENUE : Teams

PRESENT: Steve Beaton (Chair), Stuart Smith, Andrea Batchelor, John Tyrell, Helen Scargill (WYPF), Caz Lee (Notes)

| Ref | Item | Decision/Outcome | Action By |
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| 1. | Apologies: Ann Read (AL), Tracey Stradling | | |
| 2. | <u>WYPF Training Session</u> No topic agreed for today for Helen to cover here. Stuart advised got great positive feedback for Helen's in-house training/information/Q&A session on 15/11/22. Would suggest rather than focus training for this group directly, wondered if there was an opportunity to do another one of those and invite all staff/LPB members as found sitting in that really useful. Helen suggested tailoring a section of the pre-retirement to a wider audience; the section that explains how 1992 final salary pension is calculated, when can take benefits and how works with 2015 scheme. Steve suggested setting up a Teams session that anyone can dial into in the next month - Steve will link up with Helen to agree a suitable date and send out Teams invitation. | Steve to link up with Helen to agree suitable Teams session date with wider staff and circulate invite. | Steve |
| 3. | Agree notes of last meeting held on 25/11/22 Notes were reviewed and agreed as a true record. | Caz to publish and add to internet page. | Done 27.02.23 |

| | Updates on Actions Arising | | |
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| 3.1 | <p><u>Steve to liaise with M&C re updating intranet page on Pensions (under Payroll area). 24.05.22: All content ready to go, waiting for the new intranet on SharePoint to go live and then will liaise with M&C about setting up dedicated Pension page/section. Ongoing target completion date 31.12.22</u></p> <p>Steve has spoken with M&C and arranged to put new Pensions section in Payroll SharePoint site on Wednesday 08/03/23. Delay due to Payroll being understaffed and not able to dedicate resource due to pay runs, new staff training, OCP system work and pension returns. Will be completed by 31st March 2023.</p> | Ongoing. | Steve |
| 3.2 | <p><u>Steve to make agreed amendments to register including new risk from point 5 re potential failure to meet Immediate Detriment case deadlines and sanctions</u></p> | Action complete | |
| 3.3 | <p><u>Steve to organise meeting in January 2023 for LPB to review pensionable pay list.</u></p> <p>Steve advised he met with John on 10/02/23 and reviewed Pensionable Pay Matrix. Identified some issues and consulted with Payroll for clarification.</p> | See 19.1 - can come off here. | |
| 3.4 | <p><u>Research with other FRS' on Discretions policy and recording to be completed with a view to creating own following advice at FPS Annual Conference.</u></p> | | |

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| | <p>Steve confirmed draft Discretions Policy written, will share with LPB for comments before going out to consultation. Application of discretions will be at the behest of Scheme Manager; rationale for all decisions will be documented/recorded and reported at LPB.</p> | <p>Steve to send draft Discretions Policy to LPB members for comments before being sent out for consultation.</p> | <p>Steve</p> |
| 3.5 | <p><u>Steve to consider when/how abatement will be reviewed and considered by LPB.</u></p> <p>Steve confirmed moving forwards all re-engagements which require abatement will be notified to LPB and any decisions taken will be documented and recorded along with rationale for decision. Template for recording will be complete by end of this week.</p> | <p>Action complete</p> | |
| 3.6 | <p><u>Caz to add preparation of 2022-23 End of Year report to next agenda.</u></p> | <p>Action complete 25.11.22</p> | |
| 3.7 | <p><u>Steve to make contact with Rob Allport to see if wishes to remain as employee representative on LPB and advertise for replacement as appropriate if not.</u></p> <p>Steve advised has tried to make contact with Rob via phone and email but not had a response; will try again and if not look to replace as employee rep on the LPB.</p> <p>Rob attempted to join today's meeting but seemed to be having technical issues - Steve to make contact via phone after meeting.</p> | <p>Ongoing</p> | <p>Steve</p> |
| 3.8 | <p><u>Stuart to share Humberside FRs chart detailing potential impacts to pension for of IA with Steve for circulation to staff.</u></p> | <p>Action complete</p> | |

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| 3.9 | <u>Steve will circulate WYPF November report to LPB members.</u> | Action complete 25.11.22 | |
| 3.10 | <p><u>ABS Statements 2023</u></p> <p>Steve advised ABS statements for year end 31 March 2023 are to be sent out by 31 August 2023. Will retain same format as previous years i.e. split pension. The first ABS to include remedy pension statements will be in 2024.</p> | | |
| 4. | <p>Declarations of Interest</p> <p>None to discuss.</p> | | |
| 5. | <p>Feedback from Training</p> <p>Steve highlighted again the positive feedback received from the inhouse session run by Helen on 15/11/23 - thanks to Helen for doing it; very well received.</p> <p>No other training to discuss.</p> | | |
| 6. | <p>Regional Pensions Group Update</p> <p>Ann/Michaela not present; Steve and Andrea not aware of any updates to share.</p> | | |
| 7. | Review of Risk Register | | |

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| | <p>LPB - Risk Register.XLSX</p> <p>Board reviewed the risk register, no changes required.</p> | | |
| 8. | <p>Review of Issues Log</p> <p>See 'Issues Log' tab for updates.</p> | | |
| 9 & 10. | <p>Recent Case Law Affecting Pension Scheme and Review of recent LGA Bulletins and WYPF monthly updates</p> <p>FPS Bulletin 63 - November 2022.msg FPS Bulletin 64-December 2022.msg HMRC consultation on draft Pensions Dashboards Regulations - LGA and SAB draft responses.msg FPS Bulletin 65-January 2023.msg WYPF Monthly report for CFRS Pension Board Members Feb 2023.docx</p> <p>Above all circulated to all members since last meeting, Steve provided verbal overview of pertinent content (see notes for more information - Steve Feb 2023 Pension Board Update.docx)</p> <p>John asked if there is any update on Kent/Medway case and whether being backdated beyond 2000? Steve advised there is preliminary hearing on 20 April 2023 between joint Services' solicitors and FBU representatives for those who have submitted ET claims. Waiting to hear what the outcomes of that meeting is.</p> | | |
| 11. | <p>Preparation of 2022-23 End of Year Report</p> | | |

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| | Preparation of 2022-2023 report required for presentation to Fire Authority in April 2023. | John will complete draft of End of Year report 2022/23 and circulate to members for comments before sending to Matthew for submission. | John |
| 12. | Review of LPB - Terms of Reference.docx Reviewed, no changes required. | | |
| 13. | Review of Skills Gap on Pension Board No gaps identified - nothing required at moment. | | |
| 14. | Review of LPB - Conflicts of Interest Register.XLSX Reviewed, no conflicts of interest to discuss. | | |
| 15. | Review of Upcoming Years' Agenda (see tab) Group reviewed the Annual Agenda items. Reminder to check if TC have notified Payroll of Annual 5% Additional Payment Review Completion to be removed for Q1. | Caz to remove as agenda item. | Done 27.02.23 |
| 16. | TPR Scheme Return Reminder to ensure Matthew has completed and sent scheme return. | Steve to confirm with Matthew whether Scheme Return has been completed. | Steve |

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| 17. | <p>Reminder to check if TC have notified Payroll of Annual 5% Additional Payment Review Completion</p> <p>No longer required as per point 15.</p> | | |
| 18. | <p>Data Score</p> <p>Usually produced by Ann and Michaela who not able to be here - rolled over to next meeting.</p> | Carried over | |
| 19. | <p>Any Other Business</p> | | |
| 19.1 | <p>Group reviewed the Pensionable Pay Matrix.xlsx produced out the back of John and Steve's meeting on 10/02/23 (as per 3.3) and discussed those areas where there were queries/questions.</p> <p>Everyone to review and if any additions required let Steve know. This will now be the live document and reviewed annually as part of this Board.</p> | <p>Steve to make amendments as agreed during meeting.</p> <p>Everyone to review outside of meeting and if can think of any further additions/amendments required, let Steve know.</p> | <p>Steve</p> <p>All</p> |
| 19.2 | <p>Steve advised CFRS have had an ET claim come in as part of the multi-ET claim discussed under points 9 and 10. The Service have responded to it. Steve had a recent chat with Claire Hey on about it. Awaiting the outcome of the preliminary hearing on 20 April 2023.</p> | | |
| | <p>Date of Next Meeting - 15 May 2023</p> | | |