

**MEETING :** LOCAL PENSION BOARD (LPB)  
**DATE :** 13 June 2023 (moved from 18 May)  
**VENUE :** Teams

**PRESENT:** Steve Beaton (Chair), Matthew Mott (on behalf of Helen Scargill), Stuart Smith, Ann Read, Andrea Batchelor, John Tyrell, Caz Lee (Notes)

Ref	Item	Decision/Outcome	Action By
1.	<b>Apologies:</b> Tracey Stradling		
2.	<b>Agree notes of last meeting held on 27/02/23</b>  Notes were reviewed and agreed as a true record.	Caz to publish and add to internet page.	Done 13.06.23
	<b>Updates on Actions Arising</b>		
2.1	<u>Steve to link up with Helen to agree suitable Teams session date with wider staff and circulate invite.</u>  Ongoing - had one arranged but had to cancel, will follow up to arrange July onwards once data return deadline has passed.	Ongoing	<b>Steve</b>
2.2	<u>Steve to liaise with M&amp;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&amp;C about setting up dedicated Pension page/section. Ongoing target completion date 31.12.22 Update: 27.02.23: Steve has spoken with M&amp;C and arranged to put new Pensions section in</u>	Complete	

	<p><u>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.</u></p> <p>Steve advised under Payroll on SharePoint have added a McCloud/Sargeant section and are uploading any relevant information there. There is also a Pension Schemes section, providing links to Local Government Pension Scheme website and relevant schemes.</p> <p>Also a section on CFRS website, where in addition to the publication of LPB notes, there is McCloud/Sargeant and Matthew's 2nd Option informaiton for retired members  <a href="https://pensions.cambsfire.gov.uk">Pensions (cambsfire.gov.uk)</a></p>		
2.3	<p><u>Steve to send draft Discretions Policy to LPB members for comments before being sent out for consultation.</u></p>	Complete	
2.4	<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. Update 27.02.23: Remains ongoing.</u></p> <p>Steve advised has spoken to Rob, who thinks would be better to get another employee rep. Have put out advert for it twice internally but not had any interest. Will send out again as without a second rep, it all falls on John. John advised recently spoke with retired member (Phil McQuillan) who might be interested - will get Phil to email Steve.</p>	John to ask Phil McQuillan to email Steve.	<b>John/ Steve</b>

2.5	<u>John will complete draft of End of Year report 2022/23 and circulate to members for comments before sending to Matthew for submission.</u>	Ongoing, John will take a look at this this afternoon	<b>John</b>
2.6	<u>Steve to confirm with Matthew whether Scheme Return has been completed.</u>	Complete	
2.7	<u>Data Score carried over</u>	Can come off	
2.8	<u>Steve to make amendments to Pensionable Pay Matrix as agreed during meeting. Everyone to review outside of meeting and if can think of any further additions/amendments required, let Steve know.</u>	Complete	
<b>3.</b>	<b>Declarations of Interest</b>  None to discuss.		
<b>4.</b>	<b>Feedback from Training</b>  No training updates to feedback on this occasion.		
<b>5.</b>	<b>Regional Pensions Group Update</b>  <a href="#">Draft minutes of Eastern Region FPOG meeting 29 March 2023.pdf</a>		

	Notes been circulated for everyone to read - no questions/issues raised for discussion.		
6.	<p><b>Review of Risk Register</b></p> <p><a href="#">LPB - Risk Register.XLSX</a></p> <p>Board reviewed the risk register. In relation to Risk 12 (Due to staff shortages and induction of new staff in Payroll department potential to miss critical immediate detriment deadlines and receive potential sanctions) Steve advised may amend this if required following return of report tomorrow. Michaela has now left and Helen Barnes is getting up to speed. Currently comfortable this remains as amber but will monitor the likelihood of it, if report doesn't come out as expected tomorrow and will amend this to higher risk if needed.</p>		
7.	<p><b>Review of Issues Log</b></p> <p>See 'Issues Log' tab for updates.</p>		
8&9.	<p><b>Recent Case Law Affecting Pension Scheme and Review of recent LGA Bulletins and WYPF monthly updates</b></p> <p><a href="#">FPS Bulletin 66-February 2023.msg</a>  <a href="#">Reset of PDP and extension to pensions dashboards connection deadline.msg</a>  <a href="#">WYPF Monthly report for CFRS Pension Board Members March 2023.docx</a>  <a href="#">FPS Bulletin 67 - March 2023.msg</a>  <a href="#">WYPF Monthly report for CFRS Pension Board Members April 2023.docx</a></p>		

[FPS Bulletin 68 - April 2023.msg](#)  
[WYPF Monthly report for CFRS Pension Board Members May 2023.docx](#)  
[Consultation on the Firefighters' Pension Schemes \(Remedial Service\) Regulations 2023 - LGA draft response.msg](#)  
[The Public Service Pension Schemes \(Rectification of Unlawful Discrimination\) \(Tax\) \(No 2\) Regulations 2023.msg](#)  
[Fire England - updated GAD factors.msg](#)  
[The Pensions Dashboards \(Amendment\) Regulations 2023.msg](#)  
[WYPF Monthly report for CFRS Pension Board Members June 2023.docx](#)

Steve provided verbal overview of [Steve June 2023 Pension Board Update.docx](#)

Matthew confirmed things being done by CFRS/this board are being done well; communication and transfer of data across is going well. 30th June deadline for data is looking good. Annual Benefit Statements (ABS) are being produced by WYPF at the moment well ahead of 31st August deadline. Which also means any tax issues for FF's will be produced just after, which again will be well ahead of October deadline giving everyone plenty of time to action if have any queries. WYPF ability to be ahead is reliant on CFRS getting information in, so thank you for that.

Matthew advised regarding McCloud/Sergeant have heard that regulations will be finalised and released before end of July which speaking to other LPB produces a bit of a mixed bag reaction. Know from FF perspective there are questions that haven't been answered, which agree isn't good but at least will be able to get on and begin the processing understanding that new build on software

	<p>is correct in law and payments will be lawful. Matthew's 2nd Option should be released in September which is close to October deadline but more assured have 18 month deadline to get that in place.</p> <p>Matthew has governance role within WYPF but have never been an administrator which is why Helen is continuing with the operational stuff. When Helen isn't around he is happy to cover these meetings and answer any questions/offer advice if necessary. There is also another colleague Suki who may also attend/assist if required.</p>		
<b>10.</b>	<p><b>Administration Review</b></p> <p>No changes required.</p>		
<b>11.</b>	<p><b>Pension Provider Review</b></p> <p>Steve confirmed all dealings he has had with WYPF since the change over have all been brilliant, no issues or further assistance required.</p>		
<b>12</b>	<p><b>Any Other Business</b></p>		
12.1	<p>John asked Matthew when people will be able to get estimates for remedy; will they have to wait till after legislation. Got a few members looking to retire October to December and ideally don't want to wait until last minute to know what their benefits might be. Matthew advised believe so, think it will be from 1st October once systems are in place and WYPF can be sure offering right advice. Will be rolling everything back in October and should be able to</p>		

	<p>provide estimates and immediate retirement figures as well. Matthew will check he is correct with Helen and confirm.</p> <p>Steve confirmed last conversation he had with Helen was that estimates would be from 1st October onwards as wouldn't want to provide incorrect information.</p>		
12.2	<p>Matthew advised happy to go through KPI's contained in the monthly report at future meetings (<a href="#">WYPF Monthly report for CFRS Pension Board Members June 2023.docx</a>); have done quite a lot of work on those and now seeing more accurate and consistent reporting. Trying to change the reports as not keen on the Word format, but have reviewed trends before the meeting and don't believe anything of any concern. If something not met will try and explain within report why and include comms but if there is anything else want WYPF to include let Matthew know; happy to improve and change as required.</p> <p>Steve thanked Matthew for all work done so far and assured he does review them when they come through. Will get in touch offline if there is anything else need including but all very clear and provides all information needed at the moment.</p>		
	<p><b>Date of Next Meeting</b></p> <p>21 August 2023 - Charlie covering notes as Caz AL</p>		