

MEETING : LOCAL PENSION BOARD (LPB)

DATE : 27 May 2026 (moved from 13 May)

VENUE : Conference Room 1/Teams

PRESENT: Steve Beaton, Nick Foster, Rob Olivier, John Tyrell, Tracey Stradling, Caz Lee (dialled in), Helen Scargill (dialled in)

Ref	Item	Decision/Outcome	Action By
1.	Apologies: Stuart Smith, Ann Read (AL), Andrea Batchelor (NWD), Jo Shippey		
2.	Agree notes of last meetings held on 10 February 2026 and 13 March 2026 Notes were reviewed and agreed as a true record.	Caz to publish and add to internet page.	Done 28.05.26
	Updates on Actions Arising		
2.1	<u>Agreement supportive of investigating options for external assistance with CFRS compliance around the TPR new General Code of Practice - Steve to continue research liaising with Tracey in line with procurement regulations, with a view to taking a Business Case to Matthew for consideration.</u> <u>Update 10.02.26: Ongoing, Steve advised has had some further information come through, will review it, and circulate to Board. Will need to decide about best way for Service to proceed and put Business Case together for CFO consideration. Additional meeting to be arranged second week of March to discuss ahead of next meeting.</u>	In hand - can come off here.	

	Extra meeting was held on 13th March. Steve has since worked with Procurement and Aon's Scott Campbell has been contacted and booked for end of July (date TBC). Procurement are in process of setting up a draft contract.		
2.2	<u>Steve to send Caz template and details of who needs writing to. Caz will prepare, send the letters, and monitor responses.</u> In relation to the regulatory deemed elections, Steve advised the plan is to write to people who fall into this category using the provided LGA templated letters. Helen has suggested holding off on actioning this pending further from WYPF, as will have more information as to what the process is, and what people will need to do in due course. Payroll have produced list of those affected and will commence sending out letters.	Ongoing.	Payroll
2.3	<u>Steve to action sending out comms about new FPS member website and WYPF pre-retirement course dates (details in the CFRS Local Pension Board Chairs Update for meeting 10th February 2026.doc)</u> Comms regarding new FPS website being sent out by M&C today - New Firefighters Pension Scheme member website	Complete.	
2.4	<u>LPB members to let Caz know if they want to attend any of the outlined training opportunities/courses. Caz will book people on and record on training log.</u> John Tyrell booked onto LGA Pensions Refresher 31/03/26 and Steve Beaton booked onto same on 07/07/26.	Complete.	

2.5	<u>Agreement for Steve and Ann to meet with Helen to review and produce an internal spreadsheet.</u> Date still to be arranged due to capacity/workloads.	Rolled over.	Steve/Ann/ Helen
2.6	<u>Agreement to put out refreshed comms outlining the process, highlighting the upcoming pre-retirement courses for 2026 (12 February, 14 April, 17 June, 19 August & 06 October) and making it clear can only request one statement per financial year.</u> Steve advised communications regarding WYPF Pre Retirement Courses and notes making clear only can request one statement per year, and that WYPF require 12 weeks' notice of retirement in order to process the claims will be going out through M&C next week. This was delayed due to the SCAPE factor release. Group discussed the discrepancy between 3 months' notice requirement from WYPF to be able to guarantee payment when someone retires vs 1 month notice requirement from the Service. Acknowledged that people may have personal reasons for not wanting to give more advanced notice but agreed it will need to be an individual's decision. There is no requirement to give more than a month's notice, but if want more of a guarantee can be processed in time 3 months' notice can be given confidentially to Payroll/People Team to allow WYPF processing which will be kept private until the individual wishes to inform wider Service/teams etc.	Going out next week.	Steve / M&C
2.7	<u>Steve to contact Commercial Team to confirm purchasing requirements and initiate the process with Aon to provide external support in relation</u>	Complete.	

	<u>to ensuring CFRS compliance with the Pension Regulator's new Code of Practice.</u>		
2.8	<u>Stuart to check with Matthew via CFO group which other FRS' have used the Aon model, and pass details to Steve so he can make contact and gather further insight.</u> Stuart on AL this week, Steve will follow up with him next week when back.	Rolled over, ongoing.	Stuart
3.	<u>Chair's notes/updates (standing item):</u> Steve provided verbal overview of CFRS Local Pension Board Chairs Update for meeting 27th May 2026.docx . Noted that the biggest update is the revised commutation factors for the Firefighters' Pension Scheme 1992 (FPS 1992) which was introduced on 21 May 2026 and took immediate effect. Communication went out about this ASAP on Friday via email and on SharePoint/Viva (Firefighters Pension Scheme 1992 -Update on commutation factors). Steve advised we have four people directly impacted and he has spoken to each of these individually to explain. Whilst neither the Service or the individuals are happy with the way this has been communicated and the short notice, understand this is out of our control as a Government decision. Rob asked if there was a timeline for these reviews that the Service could potentially warn members about as they approach so does not come as a surprise should there be any changes. Helen and Steve advised unfortunately there are no set timescales for these and often have little/no impact. Helen checked during the meeting, and it does mention in member		

	packs that calculations are done with the factors at the time but that these are subject to change.		
4.	<u>WYPF Updates (<i>standing item</i>)</u> WYPF Monthly Report for CFRS Mar 2026.docx - circulated via email 17/03/26. WYPF Monthly Report for CFRS Apr 2026.docx circulated via email 23/04/26. WYPF Monthly Report for CFRS May 2026.docx - circulated via email 27/05/26. Helen advised that WYPF have processed nearly double the number of payments that have been going out due to improvements in internal capacity alongside additional resourcing from Aptia. There are further changes in train internally with WYPF who are working with internal ICT and Civica so whilst WYPF recognise still quite some way behind due to issues they have encountered, since moving systems at the end of January 2026 things have substantially moved forward and they now have everything required and are moving in right direction. Should be able to give a much more positive update at the next meeting. In terms of Cambridgeshire, CFRS has 3-4 active members who haven't had ABS/RSS due to reasons outside of WYPF control; can't do any more for CFRS active members at the moment, so looking to get deferred cases loaded, data rolled back and RSS out hopefully before end of August deadline.		

5.	<u>Declarations of Interest (standing item)</u> Notification of potential conflict of interest from John Tyrell received via email on 16.03.26 for consideration. John has recently submitted a claim for RDS to Wholetime aggregation through FBU solicitor Thompsons.	Notification reviewed, no issues - Steve to update the LPB - Conflicts of Interest Register.XLSX	Steve
6.	<u>Feedback from Training (standing item)</u> John advised the LGA Pensions Refresher session he attended on 31/03/26 was helpful as been 8 years since he first did the training; good refresher session but nothing new to report back here. Steve and Nick continue working towards the Award in Pensions Essentials qualification, have one more exam to go. Agreed it is a good thing members of this board have completed it for assurance, however majority of the content not specifically relevant to the Fire Service as such.		
7.	<u>Regional Pension Group Update (standing item)</u> No updates on this occasion.		
8.	<u>Review of Risk Register (standing item)</u> Group reviewed the LPB - Risk Register.XLSX and discussed whether the revised commutation factors mentioned under item 3 required any changes to the risk register.	Agreed no changes required on this occasion.	
9.	<u>Review of Issues Log (standing item)</u>		

	No open items on the log to discuss. Discussed and agreed impact of revised commutation factors for the Firefighters' Pension Scheme 1992 (FPS 1992) to be added as an issue and then closed off. There is nothing WYPF or CFRS can do to alter the outcome, but Steve has spoken personally to the four people impacted.	Added to the closed items on issues log.	
10.	<u>Review of Terms of Reference (carried over)</u> Group reviewed LPB - Terms of Reference.docx - no changes required. Nick asked whether a FA member should sit on the board. John confirmed this is not necessary as this board reports to the FA via the annual report each year; the purpose of LPB is to assist the FA in its role as Scheme Manager. . Steve advised he is debating whether to invite FBU to send a member rep but given current their capacity at the moment is going to wait until they have more reps trained before making the offer.	Terms of Reference agreed - no changes required.	
11.	<u>Review of skills gap on pension board (carried over)</u> All board member mandatory training completed. John recently attended LGA pension refresher, with Steve booked onto the same 07/07/26.	Skills gap reviewed - no action required.	
12.	<u>Review of Conflicts of Interest (carried over)</u>		

	Covered under item 5.		
13.	<u>Review of Upcoming years' agenda (carried over)</u> Group reviewed the Annual Agenda Calendar (see separate tab).	No amendments required.	
14.	<u>TPR Scheme Return (carried over)</u>	Carried over.	12.08.26
15.	<u>Data Score (carried over)</u>	Carried over	12.08.26
16.	Any Other Business None on this occasion.		
17.	Date of Next Meeting 12 August 2026		