



# Minutes

## Local Pension Board

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Date: 07 July 2017

Time: 11.30am

Venue: Fire and Rescue Service Headquarters, Birkenshaw

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Present: Paul Drinkwater (Scheme Member representative), Councillors Peter Harrand (Scheme Manager representative) and Stuart Wilson (Scheme Member representative)

In Attendance: Ian Brandwood – Chief Employment Services Officer, Claire Johnson – Technical Adviser, Dan Stacey – Technical Adviser, Malcolm Eastwood - Chair of the Scheme Advisory Board.

Apologies: Bryan Smith (Scheme Manager representative)

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### 1 Appointment of Chair and Vice Chair

#### RESOLVED

- a) That Cllr Harrand, Scheme Manager representative, be appointed Chair of the Local Pension Board for the 2017 – 18 year; and
- b) That Paul Drinkwater, Scheme Member representative, be appointed Vice Chair of the Local Pension Board for the 2017 – 18 year.

### 2 Membership of the Local Pension Board 2017/18

Members received a report which advised of the membership of the Board for 2017 – 18 as follows;

#### Scheme Member representatives

- Stuart Wilson
- Paul Drinkwater

#### Scheme Manager representatives

- Councillor Peter Harrand
- Councillor Bryan Smith

#### **RESOLVED**

That the report be noted.

### **3 Urgent items**

None.

### **4 Admission of the public**

That the public and press be excluded from the meeting during consideration of the item of business specified below as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item, there would be disclosure to them of exempt information of the description specified.

<b>AGENDA ITEM NO.</b>	<b>TITLE OF REPORT</b>	<b>MINUTE NUMBER</b>	<b>Description of exempt information by reference to the paragraph number in Schedule 12A of the Local Government Act 1972.</b>
E16	Corporate Risk Register – annual review	16	Paragraph 3 – financial or business affairs

### **5 Declarations of Interest**

There were no declarations of disclosable interest in any matter under consideration at the meeting.

### **6 Minutes of meetings held on 13 January 2017 and 8 February 2017**

#### **RESOLVED**

That the Minutes of the meetings held on 13 January 2017 and 8 February 2017 be signed by the Chair as a correct record.

### **7 Terms of Reference Annual Review**

Consideration was given to a report of the Chief Legal and Governance Officer to review the Terms of Reference for the Local Pension Board which had been adopted by the West Yorkshire Fire and Rescue Authority.

Members were content that the Terms of Reference adequately reflected the purpose of the Local Pension Board and that no amendments required.

**RESOLVED**

That the report be noted.

## **8 Local Pension Annual Report 2016/17**

Members considered a report which advised that the Local Pension Board Annual Report 2016 – 17 had been formally submitted to the 7 July 2017 meeting of the Fire Authority's Human Resources Committee which had confirmed that the Board had acted within its Terms of Reference and in accordance with good governance principles during the 2016 – 17 municipal year.

**RESOLVED**

That the report be noted.

## **9 Local Pension Board Activity Report**

Members considered the report of the Chief Employment Services Officer concerning performance in key areas for the period 1 December 2016 to 31 May 2017.

**RESOLVED**

- a) That the report be noted; and
- b) That in future the number of opt-outs be split between the Pension Schemes; and that the opt-outs also to indicate the demographic breakdown including the gender and ethnicity.

## **10 Legislative Update**

Members considered a report submitted by the Chief Employment Services Officer and an update was given in relation to:-

- Employee contributions holiday – 1992 Firefighters Pension Scheme
- Transitional protections related to the 2015 Firefighters Pension Scheme
- Ill Health Injury Compensation Pensions – tax issues
- Voluntary Scheme Pays – Summary from Clare Alcock

It was noted that the FBU have now commenced appeal proceedings in relation to the Firefighters Pension Scheme transitional arrangement and it was suggested that this now be placed on the Risk Register.

**RESOLVED**

That the report be noted.

## **11 Scheme Advisory Board Update**

The Chair of the Scheme Advisory Board was present and gave a verbal update on the work of the Board. It was explained that there was a growing workload with the Board looking to streamline administration procedures and improve processes.

The Scheme Advisory Board continued to work with the Pension Regulator and contribute towards pension reviews.

Work was also ongoing to try and better define pensionable pay.

It was pointed out that there was additional guidance on the purpose of Local Pension Boards and it was agreed that the Chief Employment Services Officer (CESO) would circulate this guidance.

### **RESOLVED**

- a) That the verbal update be noted; and
- b) That the Chief Employment Services Officer (CESO) circulates the additional guidance on the purpose of Local Pension Boards

## **12 Scheme Advisory Board – Minutes**

### **RESOLVED**

That the Minutes of the Scheme Advisory Board meetings held on 30 November 2016 and 6 March 2017 be noted.

## **13 Scheme Advisory Board Sub Committee – ensuring the effectiveness of Local Pension Boards**

### **RESOLVED**

This item had been addressed under agenda item 11 in the submission from the Chair of the Scheme Advisory Board.

## **14 Scrutiny and Review**

This item concerned matters arising from the previous minutes and concerned amendments to the Performance Reports.

### **RESOLVED**

It was confirmed that the amendments had been made.

## **15 West Yorkshire Pension Fund – Key Performance Indicators**

Members considered the report of the Chief Employment Services Officer and noted the performance to date. It was suggested that where targets were not being met, an indication was given of the longest outstanding cases in future reports.

## **RESOLVED**

- a) That the report be noted; and
- b) That where targets were not being met, an indication was given of the longest outstanding cases in future reports

## **16 Pension Related Corporate Risks - Annual Review**

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – information relating to financial or business affairs)

As required by the Pension Services Act 2013, consideration was given to the corporate risk register insofar as it related to risks relating to pensions. There are currently no such risks included the current West Yorkshire Fire and Rescue Authority's Corporate Risk Management Matrix.

## **RESOLVED**

- a) That the report be noted; and
- b) That an item relating to the appeal regarding pension transition arrangements be added to the Risk Register.

## **17 Any Other Business**

**17.1** PW suggested that further information regarding additional contributions would be useful and more education generally about pension schemes would be useful, possibly on line. The representatives present from the Scheme Advisory Board confirmed this was a matter that they were seeking to progress.

**17.2** Paul Drinkwater queried the accuracy of Annual Benefit Statements. He was advised that one statement appeared to be incorrect but we were advised by West Yorkshire Pension Fund that this matter had now been corrected for all statements.