

# Minutes

## Local Pension Board

Date: 4 July 2025

Time: 12 noon

Venue: FSHQ

Present:

Cllr F Shaheen (in the chair), Cllr M Pollard, John Roberts (Scheme Manager Representatives) and Jim Davies (Scheme Member Representative)

In Attendance:

James Clarkson (Technical Advisor)

Apologies:

Ryan Binks (Scheme Member Representative)

### 1. Appointment of Chair and Vice Chair 2025/26

#### **Resolved**

That Jim Davies, Scheme Member representative, be appointed Chair of the Local Pension Board for the 2025/26 year; and

That Cllr Pollard, Scheme Manager Representative, be appointed Vice Chair of the Local Pension Board for the 2025/26 year.

### 2. Membership of the Local Pension Board 2025/26

#### **Scheme Member Representatives**

Ryan Binks

Jim Davies (FBU)

Vacancy

#### **Scheme Manager Representatives**

Councillor Mike Pollard

Councillor Fozia Shaheen

CFO John Roberts

**Resolved**

That the report be noted.

### **3. Urgent items**

There were no urgent items

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

There were no items requiring the exclusion of the public and press.

### **5. Declarations of interest**

There were no declarations of disclosable pecuniary interest in relation to any item of business on the agenda.

### **6. Minutes of the previous meeting held on 17 January 2025**

**Resolved**

That the Minutes of the meeting held on 17 January 2025 be signed by the Chair as a correct record.

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

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

**Resolved**

That the report be noted.

### **8. Local Pension Board Annual Report 2024/25**

Members considered a report of the Monitoring Officer which gave details of the activity of the Local Pension Board for the previous year.

**Resolved**

That the report be noted and submitted to the next meeting of the Fire Authority's People and Culture Committee on 10 October 2025 for ratification.

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

Members considered a report submitted by the Director of People and Culture concerning performance in key areas for the period 1 January 2025 to 30 June 2025.

Members sought information regarding the late receipt of benefit statements and whether complaints should be escalated to stage 2 of the Internal Dispute Resolution

Procedure (IDRP), which would be up to the individuals, who could seek advice from the Fire Brigades Union (FBU). It was confirmed that WYPF have set a further deadline to issue the statements which is 31 August 2025 and is expected to be met.

Members discussed the numbers choosing to opt out of the Pension Scheme, the majority of which are new starters who may choose to opt back in when they pass out and their pay is increased.

#### **Resolved**

That the report be noted.

## **10. Scrutiny and Review**

The Director of People and Culture submitted information on the following areas for scrutiny and review:

**Discretions** – For the period from 1 December 2024 to 31 May 2025 five discretions have been exercised, details attached at appendix A to the report.

**Pensions Breaches register** – For the period from 1 December 2024 to 31 May 2025 one breach has been identified, details attached at appendix B to the report.

**Pensions Risk register** – attached at appendix C to the report.

**Compliance deadlines** – the deadlines were set out for year end as follows:

Annual Benefit Statement (ABS) – 31 August 2025

Pension Saving Statement (PSS) – 6 October 2025

TPR Scheme Return – To be confirmed.

TPR Survey – To be confirmed

Year End Deadline – 30 April 2025.

Members were advised that WYFRS submitted their year-end (March 2025) file prior to the 30 April 2025 deadline.

Members challenged the downgrade to “amber” of the issue relating to the late dispatch of Remediable Service Statements (RSS) and enquired if WYPF are further behind than other Services, which unfortunately is information not shared by WYPF, although it is expected that all pension funds are in the same position.

Members requested more transparency from WYPF as there are some members who retired 5 years ago and have not yet received their statements or given any timetable for the issue to be resolved.

#### **Resolved**

That the report be noted.

## **11. Pension Ombudsman Update**

Members received a report of the Director of People and Culture which confirmed that in the period 1 December 2024 to 31 May 2025, 2 updates on Pensions Ombudsman decisions have been provided (full details at appendix A and B to the report now submitted).

**Resolved**

That the report be noted.

## **12.Legislative update**

Members received a report of the Director of People and Culture which provided an update regarding the following legislation;

- Update to member contribution structure
- Pensions Dashboards
- Pension Increases.

Members challenged the report author to confirm that the deadline to connect to the pensions dashboard of 31 October 2025 would be met by WYPF.

**Resolved**

That the report be noted.

## **13.Age Discrimination Remedy**

Members received a report of the Director of People and Culture which gave an update on the implementation of the age discrimination remedy.

Members discussed ill health pension reviews, the requirement to provide full medical records and any reasonable adjustments that can be made at interview stage to mitigate individual circumstances.

**Resolved**

That the report be noted.

## **14.Matthews Remedy**

Members received a report of the Director of People and Culture which gave an update on the implementation of the Matthews remedy.

**Resolved**

That the report be noted.

## **15.Minutes of the Scheme Advisory Board meetings held on 12 September 2024 and 12 December 2024**

**Resolved**

That the Minutes of the Scheme Advisory Board at meetings held on 12 September 2024 and 12 December 2024 be noted.

## **16. West Yorkshire Pension Fund – key performance indicators**

Consideration was given to a report of the Director of People and Culture which advised of West Yorkshire Pension Fund (WYPF) performance in key areas for the year to date.

### **Resolved**

That the report be noted.

## **17. Firefighter Pension Scheme bulletins 88 - 93**

Consideration was given to the content of bulletins 88 - 93

It was noted that all applicable actions have been completed, except one:  
Scheme Managers should ensure that bulk input data for Matthew's elections up to and including 31 March 2025 are provided to GAD by 2 May 2025

Chair