



**DORSET & WILTSHIRE
FIRE AND RESCUE**

**Minutes of the Local Pension Board meeting held at 14:00 hours on Wednesday
16 November 2022 via Microsoft Teams**

Members present:

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| Mr Ian Cotter | Employer Officer Representative (Chair) |
| Cllr Richard Biggs | Employer Member Representative (Vice Chair) |
| Cllr Rebecca Knox | Employer Member Representative (substitute) |
| Mr Gerard Senior | Scheme Member Retiree Representative |
| Mr Sean Frampton | Scheme Member Retiree Representative |

Other staff:

Mrs Carol Swan, Head of HR
Ms Sadie Price, HR Business Partner and Employee Relations Manager
Mr Mike Rees, Employee Relations Officer
Mrs Jacqueline Blight, Employee Relations Advisor
Mrs Jacky White, HR Advisor Employee Relations Pensions

Guest:

Ms Helen Scargill, West Yorkshire Pension Fund (WYPF) – Administrator

Minute taker: David Shaw, Democratic Services Officer

22/38 Welcome and introductions

22/38.1 Ian Cotter, Employer Officer Representative and Chair, opened the meeting and welcomed the attendees.

22/39 Apologies

22/39.1 Apologies were received from:
Cllr Brian Ford - Employer Member Representative
Assistant Chief Fire Officer (ACFO) Andy Cole - Employer Officer Representative
Mr Allan Frias-Robles - Scheme Member Employee Representative

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22/40 Conflicts of Interest/Code of Conduct

22/40.1 The Chair asked the meeting for any declarations of conflicts of interest. There were no disclosures.

22/41 Minutes from the Local Pension Board meeting held on 25 August 2022

22/41.1 The Chair asked Members to review and approve the minutes from the meeting of 25 August 2022.

22/41.2 **RESOLVED: That the Minutes from the Local Pension Board meeting held on 25 August 2022 be agreed as a correct record.**

22/42 Review actions from all Local Pension Board meetings

22/42.1 The actions from the previous meetings were discussed and updated. Four actions remained open, numbers 43, 46, 49 and 50. It was noted that actions 47 and 48 had been completed since the last meeting.

22/42.2 For Action 43 the Chair explained that training would be covered in the update from West Yorkshire Pension Fund (WYPF). On Action 46, it was confirmed that the vacancy for a Scheme Member Employee Representative remained to be filled and it was agreed that Jacqueline Blight would again include an item in the Weekly Update to seek an appointment. On Action 49, it was noted that copies of the WYPF bulletins dating back to April 2022 had been circulated to Board members, and this action was therefore complete, and that in respect of Action 50 the pensions flow chart had been included in the Weekly Update, with a frequently asked question sheet to signpost information, and this action was therefore complete.

22/42.3 **RESOLVED: That the pending actions on numbers 43, 46 be noted and that action numbers 47, 48, 49 and 50 were complete.**

22/43 Local Pension Board Risk Register

22/43.1 The Chair informed the Board that the risk register had been updated to include the Matthews pension case.

22/43.2 Cllr Richard Biggs enquired if cyber security should be added to the risk register, particularly risks associated with loss of data that was held by third parties and the back-up mitigations that were in place to prevent this occurrence. Following debate, it was agreed to add cyber security to the risk register as a specific item.

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22/43.3 **ACTION: That cyber security for records held by third parties and the mitigations that were in place to prevent data loss be added as a specific item in the risk register.**

22/43.4 **RESOLVED: That the report be noted.**

22/44 Scheme Manager update

22/44.1 Carol Swan presented the Scheme Manager Update for November which covered Second Options Exercise Update, Injury Award Pension Review, Scheme Advisory Board (SAB) letter to Scheme Managers on Pension Dashboards, Fire and Rescue Workforce and Pension Statistics, Potential Industrial Action (Extract from Bulletin 61), Independent Qualified Medical Practitioners (IQMPs), Internal Disputes Resolution, Breaches, Board applications, General Update / Actions / Information / Communications, Meetings, Events and Training.

22/44.2 Regarding the Second Options Exercise Update, it was noted that the Authority was working with other Fire and Rescue Services towards resolution.

22/44.3 In respect of the Injury Award Pension Review, there were currently 123 Dorset & Wiltshire Fire and Rescue Service (DWFRS) pensioners in receipt of an injury award pension of which approximately 40 could possibly be incorrect, either being awarded too much or too little. WYPF would contact all persons involved about the details at next year's review. The Fire Authority would need to confirm a decision on how to manage recovery of overpayments. It was likely that the position would be to recover all amounts through a reasonable repayment plan which would generally be over the same period that the overpayment had occurred. Any underpayments would also be rectified.

22/44.4 Regarding the SAB letter to Scheme Managers on Pension Dashboards, the Authority was working with WYPF to input the staging deadlines into the workplan. The staging deadline for all public service schemes would be 30 September 2024 and the requirement to provide value data would be 1 April 2025.

22/44.5 Carol Swan informed the meeting that the Fire and Rescue Workforce and Pension Statistics in the report were provided for information.

22/44.6 The Chair commented that regarding potential industrial action (Extract from Bulletin 61), the Fire Brigade Union consultation ballot would commence in December, with any outcome on taking industrial action to be announced in January 2023. Following a question from Cllr Biggs, the Chair added that clarity was required on the discretion that the Authority had on the payment of applicable contributions for those taking 1 hour of industrial action rather than a complete day.

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- 22/44.7 Carol Swan explained that it was proposed to have a central list of Independent Qualified Medical Practitioner (IQMP) for ill health referrals and reassessments, and the Service was working with the Local Government Association (LGA) on preparing this.
- 22/44.8 Carol Swan continued that an internal dispute resolution was at stage one of the process and the claimant now had six months to lodge an appeal (by February 2023); that no breaches had been reported, and that the vacancy for an Employee Scheme Member Representative continued to be advertised. In respect of the situation with Day Crewing Pensions (Action 49), which was the subject of a separate paper on the agenda, the grievance had been resolved and the final report circulated to Pension Board Members. Work on implementing outcomes for the 90 cases would commence in January 2023.
- 22/44.9 The Chair referred to McCloud / Sargeant pensions case and potential claims for injury to feelings awards and how this would be dealt with by the Authority. The claim sought compensation for individual claimants in respect of non-financial damage caused by the transitional arrangements that were put in place related to the introduction of the Firefighters' Pension Scheme 2015. Carol Swan observed that as the Service had the names of the original claimants, it could calculate approximate numbers of those affected. It was noted that the Home Office would meet the cost of the awards and it was agreed to include an article on Injury to Feelings within the Weekly Update. Attention was also drawn to Pension Scheme Transition, and it was also agreed to include an article in the Weekly Update on this.
- 22/44.10 Sean Frampton drew attention to the next two LGA coffee mornings to be held on the 22 and 29 November, and it was noted that the LGA had been contacted about training opportunities for Board Members.
- 22/44.11 **ACTION: That an article on Pension Scheme Transition and Injury to Feelings be included within the Weekly Update.**
- 22/44.12 **RESOLVED: That the report be noted.**
- 22/45 West Yorkshire Pension Fund update**
- 22/45.1 Helen Scargill gave a verbal update based on the WYPF report.
- 22/45.2 The November WYPF Bulletin had a revised content layout, with focus on Key Performance Indicators being the first items.
- 22/45.3 The backlog on deferred benefits on leaving had been reduced from 300 cases to 130 cases, and it was hoped that by the end of the year WYPF would be able to process new cases only with the backlog being cleared.

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22/45.4 Helen Scargill referred to the work that WYPF was undertaking in respect of breaches, which may or may not be occurring and where the responsibility for disclosure laid. This had become a large-scale exercise and WYPF was working to identify triggers and where responsibilities and checks were in place and would report further when the situation had been clarified.

22/45.5 A WYPF document on cyber security could be obtained by contacting Matt Mott at WYPF.

22/45.6 Helen Scargill detailed the issues relating to discretions and the review of policies for all schemes. Key discretions had been highlighted and could now be regarded as business as usual. In reply to a question from the Chair, Helen Scargill explained that it was intended to have the task completed by Christmas and it was hoped that there would be few changes thereafter.

22/45.7 Reference was also made to guidance documents and fact sheets that were available to Board Members, including those referring to the Matthews Remedy and ICT disaster recovery.

22/45.8 In reply to a question from Cllr Biggs, Helen Scargill confirmed that the My Pension portal was provided by WYPF and had 546 active members, which represented 56% of the active records for DWFRS members (which totalled 966).

22/45.9 In reply to a question from the Chair, Helen Scargill listed some of the categories that were included as 'miscellaneous,' which represented over 60% of outstanding actions in the November WYPF Scheme report. These included life certificates being returned, injury reviews, annual allowance breaches, scheme payer quotes, phone log file created, full checks to investigate an address and PAYE online adjustments, amongst many others. A full list would be provided to the Chair.

22/45.10 **RESOLVED: That the report be noted.**

22/46 Training and development

22/46.1 The Chair stated that contact had been made with the Local Government Association to provide training to the Board. In addition, details of a presentation to be provided by the Pensions Regulator would be forwarded to Board members for possible attendance. The training and development information detailed on the agenda was noted.

22/47 Local Pension Board work programme

22/47.1 Helen Scargill and Jacqueline Blight confirmed that all of the relevant returns and statements had been provided to recipients as required. The work programme was noted.

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22/48 Items agreed with the Chair (AOB)

22/48.1 There were no additional items of business.

22/49 Date of Next Meeting

22/49.1 The next Local Pension Board meeting would be held in January or early February 2023 via MS Teams.

The meeting closed at 15.00pm.