DORSET & WILTSHIRE FIRE AND RESCUE

Minutes of the Local Pension Board meeting held at 14:00 hours on 13 July 2026 via Microsoft Teams

Members present:

Cllr Richard Biggs	Employer Member Representative (Chair)
Cllr Paul Hilliard	Employer Member Representative
Ryan Maslen	Employer Officer Representative
Sean Frampton	Scheme Member Retiree Representative
Paul Cobb	Scheme Member Employee Representative

Other staff:

Mike Rees, Employee Relations Officer

Jacky White, HR Advisor Employee Relations Pensions

Guest:

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

Minute Taker: Alex Cooper, Democratic Services Manager

26/26 Welcome and Introductions

26/26.1 Ryan Maslen, Employer Officer Representative, welcomed attendees to the meeting.

26/27 Apologies

26/27.1 Apologies were received from Gerard Senior, Scheme Member Retiree Representative, and Allan Frias-Robles, Scheme Member Employee Representative.

26/28 Election of Chair and Vice Chair

26/28.1 Ryan Maslen sought expressions of interest in the role of Chair. Cllr Richard Biggs offered to continue in the role of Chair for 2026/27, provided that there

Initials ____

were no other members seeking the role. No other members sought the role of Chair and Cllr Biggs was duly appointed to the role of Chair.

26/28.2 The Chair proposed that Ryan Maslen assume the role of Vice Chair for 2026/27, provided that there were no other members interested in taking on the role. No other members sought the role of Vice Chair and Ryan Maslen was duly appointed to the role of Vice Chair.

26/28.3 RESOLVED: That Cllr Richard Biggs be appointed as Chair and that Ryan Maslen be appointed as Vice Chair of the Local Pension Board for the 2026/27 year.

26/29 Conflicts of Interest/Code of Conduct

26/29.1 The Chair asked the meeting for any declarations of conflicts of interest. There were no disclosures.

26/30 Review minutes from the Local Pension Board Meeting held on 21 April 2026

26/30.1 The Chair asked Members to review and approve the minutes from the meeting of 21 April 2026.

26/30.2 RESOLVED: That the minutes of the 21 April 2026 Local Pension Board meeting be confirmed and signed by the Chair as a correct record.

26/31 Review Actions from all Local Pension Board Meetings

26/31.1 Assistant Chief Officer (ACO), Ryan Maslen, Employer Officer Representative, advised that actions raised at the previous meeting of the Board had been addressed in the Scheme Manager Update report.

26/31.2 Helen Scargill, West Yorkshire Pension Fund (WYPF) Administrator, responded to a query from Ryan Maslen regarding the actions raised at the previous meeting of the Local Pension Board, which had been assigned to Matt Mott from WYPF. In terms of action 1 regarding the 5-year audit plan, there was no update and Helen Scargill undertook to chase for the relevant information. In terms of action 2 regarding the Board being shown a version of WYPF's in-development pension modeller, it was reported that development was not yet at a stage where the functionality could be shared.

26/31.3 Regarding the WYPF pension modeller, Mike Rees, Employee Relations Officer, advised that the latest indication from the Oversight Board had been that a modeller might be available during the autumn of 2026. Helen Scargill responded that, whilst this had been the intention, it was possible that delivery of the modeller in accordance with the originally planned timeline may not now be possible.

26/31.4 Sean Frampton, Scheme Member Retiree Representative, asked a question about the vacancy for the Employer Officer Representative role, and whether the role had been advertised in the Service's weekly updates or Fire Wire publication. Mike Rees responded that the post had been advertised via a weekly update, but no applications had been received to that point.

26/31.5 RESOLVED: That actions 1 and 2 be noted, and that a deadline of 12 October 2026 be set for the resolution of both actions.

26/32 Local Pension Board Risk Register and Annual Review

26/32.1 Ryan Maslen advised that additions had been made to the risk register linked to changes in the systems that the Service utilises, succession planning, and some wider compliance issues. Ryan Maslen asked that members consider whether risk item 10 (LPB is unable to fulfil its information reporting requirements in terms of reporting to the Pensions Regulator and Local Government Association as well as reporting lines between the LPB, WYPF, DWFRS etc) could be removed from the register, on account of it being an ongoing risk. There were no comments made in favour of the further inclusion of item 10 in the risk register and it was agreed that the item be removed.

26/32.2 Cllr Paul Hilliard, Employer Member Representative, asked whether risks 2 (Pensions legislation, rules and guidelines are not interpreted correctly), 3 (Member data is not complete, accurate or of a suitable quality to be relied upon), and 4 (Administration process failure / occurrence of maladministration, including implementation errors for items such as implementation of McCloud remedy. Third-party administrator performance - linked to capacity, backlogs and contract management including compliance with KPI's) were likely to be removed from the risk register at any stage, or whether they would remain there for the foreseeable future. Cllr Hilliard further asked about the professional advice that the Service had received regarding these risks and their current statuses. Ryan Maslen replied that risks 2, 3, and 4 were items that may remain on the register for some time, though every effort was made to mitigate the likelihood and impact of these risks. Ryan Maslen further advised that the Board should be confident in the assurance provided by the Service's governance and mitigation procedures as concerned the Board's risk register, accepting that the subject matter was a highly complex one.

26/32.3 The Chair asked members to note that a corporate risk register often included ongoing risks, and that to keep items 2, 3, and 4 on the corporate register would be appropriate on that basis.

26/32.4 RESOLVED: That the report be noted, that item 10 be removed from the risk register, and that items 2, 3, and 4 remain on the risk register.

26/33 Scheme Manager Update

26/33.1 Mike Rees, Employee Relations Officer, presented the Scheme Manager Update. The Scheme Manager Update for July covered the Pension Team –

Ongoing Work Projects, Internal Disputes Resolution, Breaches, Communications, and Meetings, Events and Training.

26/33.2 Reference was made to Remedy Work. This piece of work was largely complete from a Service perspective, with only minor involvement required.

26/33.3 An update was provided on the Matthews second options exercise. To date, 171 of the 333 (51%) of the Matthews pension members had received their payment. There had been a notable increase in recent weeks in the number of payments being made. It was reported that further legislation was required on Aggregation cases, which related to members that had ceased Retained Duties to become Wholetime, but who would be due a pension under Matthews. In terms of Remedy Compensation Awards, no new compensation requests had been received.

26/33.4 Reference was made to the Injury Award Pension Review work that was underway. The work was ongoing and being looked at by WYPF. As had been previously reported, all accounts where errors had been identified had been corrected and the correct pension was being paid. A further eight cases were to be reviewed by WYPF.

26/33.5 It was noted that consultation was continuing on the review of the Firefighters Compensation Scheme, and no further update was available.

26/33.6 Five previous Contingent Decisions were now in need of review following a change in legislation, which had allowed those that opted out between 1 April 2015 and 31 March 2022 the opportunity to purchase pension rights in their legacy scheme. Previously, there had only been the option to purchase 2006 scheme benefits. This change had been approved by Ministers but not formally legislated yet.

26/33.7 Regarding pension dashboards, the Service had received confirmation that it had been connected and was awaiting further information from The Pensions Regulator (TPR). There had been no further update on the progress of the Local Government Association (LGA) – 'Need for Change Initiative'. Mike Rees advised that the LGA was in the process of reviewing a proposal to centralise the role of scheme manager in the future. Pending this review, the proposal would progress to the National Fire Chiefs Council (NFCC) in September.

26/33.8 In respect of Fire Schemes Contract Management, the LGA had brought together all WYPF customers to discuss sector-wide concerns regarding the administration of the scheme, with a view to being able to set the workstreams to be prioritised by WYPF. An oversight board had been established to provide governance, oversight and challenge to WYPF in its delivery of the Sargeant remedy, the administrator's element of the Matthews remedy, and Business-as-Usual retirement and estimate pension administration to the agreed standards. The Service was in receipt of regular updates on the meetings of the Oversight Board, which had resulted in the development of a delivery plan

for WYPF. A copy of the minutes of the Oversight Board meeting had been circulated to Board members.

26/33.9 It was noted that, in order to support the completion of the Delivery Plan, WYPF required additional information from Fire and Rescue Authorities. The Service had complied with this request.

26/33.10 Reference was made to TPR's expectations regarding breach reporting for the Sargeant remedy. WYPF had confirmed that reports would be submitted to TPR in respect of 243 outstanding ABS-RSS cases (2025), and 3,119 outstanding DB-RSS cases (2025). The Oversight Board was working closely with WYPF to ensure that these were resolved alongside 2026 production requirements. Additionally, there were 3,899 outstanding IC-RSS cases, and WYPF would review previous reporting positions and, where original resolution timelines had not been met, would submit further breach reports to TPR. The Oversight Board had advised that WYPF had commenced the interim arrangements for additional support. Training was underway and there had been a notable improvement in service delivery.

26/33.11 In terms of estimates and payments of benefits, ongoing issues were being reported with the timely production of estimate requests and payments of benefits on the retirement date. These issues were being addressed through the delivery plan.

26/33.12 The Service had initiated conversations with WYPF to agree a 12-month extension to the existing contract arrangement. This had been deemed necessary and prudent due to the ongoing outstanding issues. The Service would then complete a full procurement exercise for long-term arrangements.

26/33.13 Sean Frampton queried whether, given the state of the market, the Service might struggle with the procurement of a pension fund administrator in the future. Mike Rees responded that the Service was duty-bound to carry out a comprehensive procurement process in order to appoint a fund administrator. Ryan Maslen advised that the Service may benefit from the fact that the market was a niche one, and that contracts could be awarded via a procurement framework, which would simplify the process of identifying suitable options available in the market. Sean Frampton further enquired as to the details of the extension of the existing contract, and specifically whether the time that was needed for third-party support to WYPF to complete their work had been factored into the agreement. Ryan Maslen responded that the extension would likely be made on the same terms as the existing arrangement, and that an update would be brought to members of the Board when the long-term procurement process commenced.

26/33.14 The Chair suggested that a risk be added to the Board's register regarding the potential for a procurement framework not having been prepared in time for when contract awarding was due to commence. Ryan Maslen undertook to take an action to consider the risk posed by the current position of the procurement framework.

Initials ____

26/33.15 Reference was made to internal dispute resolution. The anticipated case reported to the last meeting of the Local Pension Board had been resolved informally. A further IDRP relating to payment of tax and entitlement to a widow's pension had been received and was to be considered at Stage 1.

26/33.16 No breaches had been reported following the last Local Pension Board meeting.

26/33.17 In respect of communications, LGA pension bulletins 104 (April), 105 (May), 106 (June), and Monthly Reports from WYPF had been circulated to Pension Board members since the last meeting. Articles were placed in the Service's Weekly Update that encouraged staff to register on the WYPF website with 'My Pension', an online portal that enabled staff to view their pension details online and to make changes to personal information.

26/33.18 Reference was made to the pre-retirement course for uniformed staff, the 2026/27 dates for which had been advertised in the weekly updates to staff.

26/33.19 RESOLVED: That the report be noted.

26/34 West Yorkshire Pension Fund Update Report

26/34.1 Helen Scargill presented the WYPF Update Report, noting that members of the Board had received monthly client reports up to June. Any comments on the June client report pack were sought. There were no comments.

26/34.2 Members of the Board were informed that WYPF had been required to recalculate the benefits owed to 60 retirees due to a change in the SCAPE (Superannuation Contributions Adjusted for Past Experience) rate. This workload had affected the team's ability to deliver estimate requests. A number of these recalculations were to be undertaken for a second time, owing to the way that the specific age of some retirees impacted the benefits due to them.

26/34.3 WYPF now employed three fire-related teams. One was occupied with business-as-usual work, one with Matthews cases, and one with pensioner services, deaths, injuries, widows, and children. Each of these teams had a manager, team manager, senior pension officers, and additional support as needed. The post of Continuous Improvement Manager had been recruited to, and their role was to ensure that any calculation issues were reported to Civica and that test processes were improved. WYPF had authorised the recruitment of an additional 10 pensions officers, though only three had been hired as part of the first round of recruitment. The roles had now been re-advertised. A number of existing staff that had been on long term leave had now returned to the teams handling fire pensions.

26/34.4 Following meetings of the Oversight Board, WYPF had secured support from a third party in the form of administrative staff for a period of six months, with a view to extending the arrangement as required. The role of these staff was to

make Matthews payments and they had undertaken fire-specific and task training. In June, 283 payments had been made, and this had been a significant improvement over previous months. Around 450 payments were still to be made, and the expectation was that this backlog could be cleared by the end of August. It was explained that Matthews payments could not be made continuously throughout any given month as there was a need to wait for the Government Actuary's Department (GAD) to release interest payments, which then necessitated a recalculation of payments. During the time in which Matthews payments could not be made, WYPF's temporary support staff were tasked with issuing retirement packs. WYPF was working to be able to extract data directly from GAD, rather than doing so manually, and it was hoped that this would increase the efficiency of the Matthews calculation process.

26/34.5 Production of Remediable Service Statements (RSS) for 2025 had closed. A number of members were yet to receive a first statement due to a divorce, or because WYPF were awaiting data from a previous scheme administrator. Instances in which WYPF was waiting for data from a third party had been referred to the Oversight Board for its support. In terms of 2026 statement production, financial data had been loaded into the system and statements were being produced. Statements were to be sent out within the coming weeks, and it was noted that production for some Fire and Rescue Authorities would take place before 31 August, though not for all.

26/34.6 In terms of the priority given to different pensioners, the Oversight Board had instructed that ill health cases be looked at first, followed by unprotected members, taper-protected and then fully protected members.

26/34.7 Mike Rees queried whether the data that was loaded into the pension dashboard portal regarding monthly contributions had been received and actioned. Helen Scargill responded that this would sit with WYPF's finance team and that the fire pensions teams were pushing internally for this work to be completed.

26/34.8 Sean Frampton asked whether the failures to produce Annual Benefits Statements (ABS) within the required timeframe could constitute a reportable breach. Helen Scargill responded that it was largely a matter for the Service to determine whether late or missing ABS constituted a material breach that should be reported. It was the view of TPR that instances in which an RSS had not been produced within the required timeframe should be reported.

26/34.9 RESOLVED: That the report be noted.

26/35 Training and Development Opportunities

26/35.1 The training and development information detailed in the agenda was noted.

26/35.2 Ryan Maslen advised that the list of training and development opportunities set out in the agenda had been checked to confirm that they were active and accessible to members and that this was the case.

Initials ____

26/35.3 RESOLVED: That the training and development report be noted.

26/36 Local Pension Board Work Programme

26/36.1 The work programme was noted.

26/36.2 RESOLVED: That the work programme be noted.

26/37 Items Agreed with the Chair

26/37.1 There were no additional items of business.

26/38 Date of next meeting

26/38.1 The next Local Pension Board meeting would be held on Monday 12 October 2026.

Meeting ended at 14:55 hours.

Signed: _____

Initials ____