



West Yorkshire
Fire & Rescue Service

LOCAL PENSION BOARD

Annual Report 2021 - 2022

OFFICIAL

Ownership: Legal and Governance

Date Issued: 07.10.22

Version:

Status: Final



Revision and Signoff Sheet

Change Record

Date	Author	Version	Comments
		V1 – initial draft	To submit to Local Pension Board for final comment and recommendation for approval to HR Committee – 5 August 2021
		V2 – final version	To submit to HR Committee for formal ratification

Reviewers

Name	Version Approved	Position	Organisation	Date
Nicola Houseman		Committee Manager	WYFRA	7/7/22

Distribution

Name	Position	Organisation
Local Pension Board		West Yorkshire Fire and Rescue Authority
Human Resources Committee		7 October 2022

Document Properties

Item	Details
Document Title	LOCAL PENSION BOARD
Author	Administrator
Creation Date	7 July 2022
Last Updated	5 August 2022

Contents

Contents

1	Foreword.....	3
2	Membership and meetings of the Board	3
3	Work undertaken by the West Yorkshire Fire and Rescue Authority Local Pension Board 2021 – 22	4
4	Specific investigations and Board resolutions.....	5
5	Conflicts of interest.....	5
6	Identified Risks and areas of concern.....	5
7	Expenses and Costs.....	6
8	Gifts and Hospitality.....	6
9	Training.....	6
10	Legislative updates	6
11	Scrutiny and review	7

1 Foreword

The purpose of this Annual report is to provide a source of information about the status of West Yorkshire Fire and Rescue Authority Local Pension Board for Scheme members and for the Scheme Manager together with a summary of issues considered in the relevant period (1 April 2021 – 31 March 2022)

In accordance with Section 5 and s.30 (1) of the Public Service Pensions Act 2013 and Regulation 4A of the Firefighters' Pension Scheme (Amendment) (Governance) Regulations 2015, the West Yorkshire Fire and Rescue Authority Local Pension Board was established in February 2015 to provide advice on the effective and efficient administration and management of the various firefighter pension schemes.

[The Local Government Pension Scheme for Green Book employees is monitored by a separate Local Pension Board established by the West Yorkshire Local Government Pension Scheme and does not form part of this Annual Report].

The Report includes commentary on the following;

- A summary of the work undertaken by the Local Pension Board during 2021 – 22
- Detail of areas investigated and how these areas were dealt with
- Any conflicts of interest and how these were managed
- Any identified risks and other areas of potential concern
- Any expenses and costs incurred by the Board
- Gifts and hospitality received by members of the Board
- Training for Board members
- Breaches
- Scrutiny and review

Information has also been categorised in parts of this Annual Report on the basis of the following Classifications

Classification	Action
	Outstanding
	Partially complete
	Complete

2 Membership and meetings of the Board

2.1 The West Yorkshire Fire and Rescue Authority Local Pension Board comprises 6 members as follows (as approved by the Full Authority on 24 June 2021);

3 x Scheme Member representatives (Ryan Binks, Chris Lawton (for part of the year), Jim Davies (FBU) and Ian Dunkley from 17.9.21)

3 x Scheme Manager representatives (Councillors Peter Harrand and Fozia Shaheen, and John Roberts CEx/CFO - Chair)

(plus Non-voting Officer Adviser(s) as appropriate)

2.2 The Board has met on 2 occasions in the 2021 – 22 year. There was an attendance of 83.3% during the period in question.

2.3 One of the Scheme Member representatives, Chris Lawton, had retired from the Brigade and consequently from membership of the Local Pension Board. The ensuing vacancy was filled by Ian Dunkley with effect from 17.9.21.

3 Work undertaken by the West Yorkshire Fire and Rescue Authority Local Pension Board 2021 – 22

3.1 The work undertaken by the Board during the course of the year has been defined by the extant Terms of Reference (initially approved at the 24 June 2016 meeting of the West Yorkshire Fire and Rescue Authority) and as amended in December 2021 with regard to the revised term of office (two years).

3.2 During the period 1 April 2021 – 30 June 2022 the following items were considered by the Board;

- Updates on the work with the national Scheme Advisory Board (SAB) & its sub-committee (Ensuring the effectiveness of the Local Pension Board)
- Pension Fund – Key Performance Indicators and corporate risks
- Discretions made by the Scheme Manager
- Annual benefit statements and pension saving statement deadline
- Annual review of Terms of Reference (amended)
- Pension Risk Register
- Compliance deadlines and Breaches Register
- Pensions administration audit
- Pension Ombudsman sample cases
- Legislative updates (including Memorandum of Understanding, updates / revisions to immediate detriment guidance re McCleod / Sargeant)
- Firefighter Pensions England bulletins
- The LGA self-assessment survey 2021
- Exit payments in the public sector
- RDS Modified Scheme update

3.3 The Activity report (submitted to each meeting) includes detail on the number of;

- pension scheme members across the various schemes
- number of new scheme members
- retirees
- pensioner members
- deferred members
- IDRPs stage 1 and 2 complaints
- Opt-outs
- Pension estimates requested / processed

3.4 Each agenda also includes the following standing items;

- legislative update (see section 10.)
- scrutiny and review (including discretions, breach and risk registers)
- Pensions ombudsman cases (see section 9.)
- Member training update
- WY Pension Fund key performance indicators

4 Specific investigations and Board resolutions

4.1 A summary of the areas considered during 2021 – 22 which warranted further investigation and action and the relevant outcomes are detailed in the table below.

Meeting	Summary	Outcome / resolution	Status
22 July 2021	Noted that pensions remedy had been included on the corporate risk register (moved from Pension Board register)	Completed	
19 January 2022	Outcome of Public Service Pensions and Judicial Offices Bill be communicated to members	Updates pending	
	Outcome of Warwickshire FRS challenge to Pensions Ombudsman be reported	Updates pending	

5 Conflicts of interest

5.1 As statutorily required, members of the Local Pension Board complete a Declaration of Interests. The register is maintained by the West Yorkshire Fire and Rescue Authority Committee Services section. Members of the Board reviewed their Declarations in July 2021.

5.2 There have been no declarations made by any member, adviser or attendee at any meeting of the Board during the relevant period.

6 Identified Risks and areas of concern

6.1 No specific risks or areas of concern were raised during the year.

7 Expenses and Costs

7.1 There has been no expenditure or costs incurred within the relevant period for the administration of the Board.

8 Gifts and Hospitality

8.1 There have been no declarations of gifts or hospitality received by Members of the Local Pension Board during the relevant period.

9 Training

9.1 It is a statutory requirement of the Public Service Pensions Act 2013 that members of the Local Pension Board should have the capacity to become conversant with, and develop a knowledge of, detailed related issues in order to effectively carry out their duties.

9.2 The following training has been provided during the course of the year to Local Pension Board members;

- Pensions Regulator e-learning package
- Monthly bulletins from LGA Pension Advisory Service
- LGA National training programme – update / refresher training

9.3 One standing item on the Local Pension Board agendas is consideration of relevant Pension Ombudsman cases. The summaries provided and Ombudsman decisions serve as a learning tool for LPB members.

10 Legislative updates

10.1 As a statutory requirement, members of the Local Pension Board have been provided with regular legislative updates.

10.2 The following have been provided during the relevant period;

- Public Service and Judicial Offices Bill
- LGA / FBU Memorandum of Understanding / Framework
- Unauthorised payment charges
- Immediate detriment guidance
- RDS Modified Scheme
- Exit payments in the public sector

11 Scrutiny and review

11.1 Members are required to scrutinise areas relevant to the administration of the Firefighters' Pension Schemes.

11.2 The following areas were scrutinised during the relevant period;

- Pension Risk and breaches policy
- Discretions
- Breaches register
- Pension Risk register
- Compliance deadlines
- Pension administration audit