

Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

Date: Monday 12 February 2024

Time: 2.00 pm

Venue: Microsoft Teams

Membership

Martin Reohorn (Chair)

Councillor Brian Hammersley

Caroline Jones

Sian Marsh

Paul Morley

David Vazquez

Sally Waldron

Items on the agenda: -

1. General

(1) Apologies

(2) Board Members' Disclosures of Interest

(As stipulated by the Public Sector Pensions Act 2013 and set out in Annex A of the Agreed Board Terms of Reference).

(3) Public Minutes of the Previous Meeting

5 - 8

2. Risk Register

9 - 16

3. Governance and Policy Update

17 - 22

4. Forward Plan

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5. Pension Administration Update

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6. Any Other Business

7. Future Meeting Dates

Future meeting dates are as follows:

3 June 2024

23 September 2024

4 November 2024

10 February 2025

All meetings to start at 2pm

Monica Fogarty
Chief Executive
Warwickshire County Council
Shire Hall, Warwick

To download papers for this meeting scan here with your camera



Disclaimers

Disclosures of Pecuniary and Non-Pecuniary Interests

Members are required to register their disclosable pecuniary interests within 28 days of their election of appointment to the Council. Any changes to matters registered or new matters that require to be registered must be notified to the Monitoring Officer as soon as practicable after they arise.

A member attending a meeting where a matter arises in which they have a disclosable pecuniary interest must (unless they have a dispensation):

- Declare the interest if they have not already registered it
- Not participate in any discussion or vote
- Leave the meeting room until the matter has been dealt with
- Give written notice of any unregistered interest to the Monitoring Officer within 28 days of the meeting

Non-pecuniary interests relevant to the agenda should be declared at the commencement of the meeting.

The public reports referred to are available on the Warwickshire Web
<https://democracy.warwickshire.gov.uk/uuCoverPage.aspx?bcr=1>

Observing the Meeting

Scheme members and scheme employers who wish to observe the meeting should contact Democratic Services by email (democraticservices@warwickshire.gov.uk) to request a joining link.

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Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

Monday 6 November 2023

Minutes

Attendance

Committee Members

Martin Reohorn (Chair)
Caroline Jones
Sian Marsh
Sally Waldron

Officers

Liz Firmstone, Head of Finance Transformation and Transactions
Victoria Jenks, Pensions Admin Delivery Lead
Andy Carswell, Democratic Services Officer
Jan Cumming, Senior Solicitor and Team Leader
Lisa Eglesfield, Team Lead Benefits
Martin Griffiths, Technical Specialist Pensions Fund Policy and Governance

Others Present

Matthew Mott (West Yorkshire Pension Fund)

1. General

(1) Apologies

Apologies were received from Councillor Brian Hammersley, Paul Morley and David Vazquez.

(2) Board Members' Disclosures of Interest

There were none.

(3) Public Minutes of the Previous Meeting

The minutes of the meeting held on 25 September 2023 were approved as an accurate record.

2. Risk Register

The item was introduced by Vicky Jenks (Pensions Admin Delivery Lead), who provided updates on the items on the risk register.

An integrated service provider had been procured by West Yorkshire Pension Fund (WYPF), which would enable the dashboards to connect to data held by WYPF on behalf of Warwickshire. The dashboards would allow pension scheme members to log in and see all of their different pensions in one place. However some more work was needed to ensure the correct data was supplied to the WYPF by Warwickshire payroll, so that data accessed by members was as accurate as it could be. The connection date was originally due to be in September 2024, but due to more information regarding IT infrastructure being needed this had been pushed back to October 2026. The data access point (DAP) where members would be able to access the dashboards was yet to be confirmed.

Regarding the second modified retained exercise, Vicky Jenks said Warwickshire held pay data back to 2000. However, for some firefighters there was a need for pay data going back to the 1960s. As pay pre-2000 was no longer available the calculations would be based on rates of pay available on the LGA website, and firefighters would be given the option of purchasing 25 per cent of a wholetime firefighter's service for each year they were employed. Vicky Jenks said the end date for this piece of work was 31 March 2025.

Responding to a question from the Chair regarding remedy cases (age discrimination) and the level of risk indicated on the risk register, Vicky Jenks confirmed all the information required by WYPF had been supplied by Warwickshire, so the level of risk had decreased. There wasn't a specific risk included on the register associated with remedy cases, as it was included within another risk.

Members noted the content of the update report.

3. Governance and Policy Update

Martin Griffiths (Technical Specialist) said there had been a training session for new members of the Local Pension Board the previous week.

The update was provided by Vicky Jenks. She reminded members the legislation required for the second modified retained exercise had taken effect from 1 October. It was believed all scheme members within scope had been identified, and information informing them of the benefits and options available to them was in the process of being prepared for circulation before 31 December.

Regulations relating to the age discrimination remedy had also taken effect from 1 October. Vicky Jenks said the regulations meant all members within scope would be rolled back into their legacy scheme for the remedy period, which was from 1 April 2015 to 31 March 2022. Three retirement

options would be presented to those approaching retirement. There had been a delay to the creation of remedial service statements, however. Matthew Mott (WYPF) said the statements were unlikely to be available before the end of the month. He expressed disappointment at this, particularly considering how long the information had been known by the Home Office.

It had now been confirmed that compensation payments arising from the age discrimination remedy would be covered by the annual managed expenditure top up grant, and there would not be a requirement for the Warwickshire Fire and Rescue Service to cover any extra costs.

Responding to a question from Sally Waldron, Vicky Jenks said there had been some messaging shared with Paul Morley that went out in the fire newsletters. However an update could be provided to share by the fire service that would inform members when the member portal would be updated to show the roll back into legacy schemes.

The incorrect rates for the increases applied to CARE benefits were being corrected by WYPF, before the legislation had been corrected. The Chair said some of the issues had been caused by the government using the incorrect inflation rate in their calculations, and the need for administrators to recalculate. Vicky Jenks said this had caused some minor differences.

Members noted the update report.

4. Forward Plan

Vicky Jenks informed members a proposed item for the next meeting regarding discretions had been pulled as more work needed to be done. It was hoped this could be ready by September 2024 at the latest. Vicky Jenks said officers had been studying discretions policies from other Pension Funds to see what might be usefully incorporated into Warwickshire's policy. Members noted it would need to be ratified by the Staff and Pensions Committee for final approval.

Martin Griffiths said the Warwickshire Fund collaborated with three other organisations with training, and suggested the other Funds could take the lead on the next round of training.

5. Administration Update

The update was provided by Matthew Mott (WYPF). There had been some meetings nationally regarding how to communicate the technical and regulatory updates. Delivery of the information had been delayed slightly while the messages in online videos for pension scheme members was tweaked.

Regarding staging for the Dashboards, Matthew Mott advised the final cut-off had been set at October 2026. However the WYPF wanted the work associated with staging to be completed a couple of months beforehand in case there were any unforeseen issues that needed to be resolved. An update on an expected completion date would be provided as the project progressed.

All pension saving statements had been sent out by 6 October.

Pension holders were receiving all the options available to them on retirement. Members were told that due to the amount of work that entails WYPF were encouraging members to only request estimates for the next 12 months.

Progress on the key performance indicators had generally been good. Matthew Mott said that in cases where performance had been below par, this was due to a high volume of work being caused. However there were no significant issues that should cause alarm.

Vicky Jenks said there were no plans for a mass communication to be circulated regarding the roll back into legacy schemes. It was felt that doing so would raise a significant number of queries from pension scheme members. However people who were retiring in the near future would be advised of all the options available Sian Marsh said she was aware some pension holders had discussed the issue amongst themselves, and said the clarity of information to be provided was important. Sally Waldron said the Fire and Rescue Service was looking to strengthen its internal communications.

Responding to a question from the Chair, Matthew Mott said retirement cases would be marked as either active or pending. There was a target to complete each case within 15 days. If more information was required then the case would be put on hold, with the number of days being paused, until the information was sourced. Delays were most often caused in cases relating to deaths of pensioners living abroad. The highest number of queries came from cases relating to deferred benefits.

Members noted the contents of the report.

6. Any Other Business

Vicky Jenks said she would be leaving Warwickshire County Council and this was her final meeting. Members thanked her for all her help supporting the Board and wished her well in her new position. An internal replacement would be made on an interim basis while consideration was given to advertising the vacancy externally.

7. Future Meeting Dates

The dates of future meetings were noted.

The meeting rose at 1.52pm

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Chair

Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

12 February 2024

Risk Register

Recommendation

That the Warwickshire Fire and Rescue Local Pension Board considers and comments upon this the report and the risk register at Appendix 1.

1. Executive Summary

- 1.1 The Pensions Administration Service maintains the risk register in order to manage the risks facing the administration of the Firefighters' Pension Schemes.
- 1.2 Risks are identified and responsibility is allocated to either Warwickshire County Council as the Scheme Manager or West Yorkshire Pension Fund as the third-party administrator.

2. Financial Implications

- 2.1 None arising directly from this report.

3. Environmental Implications

- 3.1 None arising directly from this report.

4. Supporting Information

- 4.1 The risk register has been reviewed and updated as set out below.
- 4.2 Item 10 has been updated to reflect current controls in place around the Second Modified Exercise project, being the project to allow certain retained firefighters who were previously excluded to join the Firefighters Pensions Scheme 1992 and backdate their service as an on-call firefighter.
- 4.3 No other risks items have been amended. The only red risk remains as Cyber security.
- 4.4 The Pensions Administration Service (PAS) have been attending training with the Local Government Association to understand the Government Actuary

Department calculator that is used to calculate pension contributions, pension benefits and lump sums for members in scope on this project.

- 4.5 The project is complicated as those in scope are split into different cohorts who require different calculators. In addition, certain members who purchased service through the first exercise need a different calculator, which is not yet available. PAS officers will update the Board as the project progresses and ensure that the Risk Register is appropriately updated.

5. Timescales associated with the decision and next steps

- 5.1 None

Appendices

1. Appendix 1 – Risk Register

Background Papers

None

	Name	Contact Information
Report Author	Lisa Eglesfield Pension Administration Service Manager Martin Griffiths Pension Fund Technical Specialist Policy and Governance	lisaeglesfield@warwickshire.gov.uk martingriffiths@warwickshire.gov.uk
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The report was circulated to the following members prior to publication:

Local Member(s): n/a

Other members: Cllrs Dahmash and Gifford

Jun-23															
Risk Identification						Inherent Risk Scoring			Existing Risk Controls		Residual Risk Scoring			Further Risk Controls	
Risk No.	Risk Description	Outsourcing Risk Allocation	Risk appetite	Risk Causes	Risk Consequences (Effect)	Likelihood	Impact	Risk Score	Control	Responsibility	Likelihood	Impact	Risk Score	Control	Responsibility
1	Pandemic (Administration and People Related)	Shared	Averse	Pandemic (financial pressure on individuals and institutions, and more)	Members do not receive a high quality service	5	5	30	Office presence for processes that require it (e.g. physical post)	Both	3	3	12	Use of extraordinary committee or board meetings where necessary	WCC
				Further restrictive lockdowns	Business interruption				IT systems supporting remote and flexible working	Provider (Pensions system) WCC (Other feeder systems)				Continue to develop flexible and remote working practices	WCC
				Staffing capacity impacted by both short and long term health implications of infection	High costs in order to maintain service resilience				Flexible working policies for staff	WCC				Review electronic signatory processes	Both
				Staff health, wellbeing and productivity	Impairment of the financial situation of employers				Health and safety protocols for staff	Both					
					Inability to make quick decisions in an emergency				Policies that account for the scenario experienced	Both (e.g. business continuity)					
									Business continuity arrangements in place	Both					
					Non-payment of pensions				Ensure provider has satisfactory business continuity arrangements in place	WCC					
2	Inability to meet demand for activity	Provider	Averse	Taking on too many new customers / too quickly	Quality of services reduces	4	3	15	Medium term forecasting of demand and planning for the capacity and resources required	Provider	3	3	12		
				Growth in complexity	Governance failures				Investing in quality and productivity of staff through training and development	Provider					
				New and complex regulations (e.g. Sargeant (Age discrimination, Matthews retained Modified cases)					Investing in systems development	Provider					
				Erosion of staff capacity/resilience due to long term remote working	Key administration performance measures not met				Use of management information to monitor and manage performance	Provider					
				Inability to recruit / retain appropriately skilled staff					Succession planning arrangements are in place	Provider					
				Inability of the officers to keep up with demand (capacity or skills)					Data quality reviewed at least annually	Provider					
				Persistently increasing customer expectations											
				Unpopular government decisions impacting on Fire Pension Schemes											

3	Lack of capacity or competence to act as intelligent client and effective Scheme Manager	WCC	Averse	Outsourcing of delivery	• Quality of services reduces	5	3	18	Medium term forecasting of demand and planning for the capacity and resources required	provider	2	3	9	Collaboration with other Fire Authorities using same provider for continuous improvement	WCC
				Growth in complexity	• Governance failures				Investing in quality and productivity of staff through training and development	provider					
				New and complex regulations (e.g. Sargeant (Age discrimination, Miller retained Modified cases)	• Key administration performance measures not met				Use of management information to monitor and manage performance	both					
				Erosion of staff capacity/resilience due to long term remote working					Succession planning	both					
				Inability to recruit / retain appropriately skilled staff					Data quality reviewed at least annually	WCC					
				Inability of the officers to keep up with demand (capacity or skills)					Maintain strong working relations with provider and other key stakeholders	WCC					
				Persistently increasing customer expectations											
				Unpopular government decisions impacting on Fire Pension Schemes											
4	Business interruption	Both	Averse	Pandemic (financial pressure on individuals and institutions, and more transactions being made online)	Delays in decisions or their implementation	3	4	16	Building resilience requirements into service contracts	Both	2	3	9		
				Industrial action	Failure to meet performance targets				Digital record keeping	Both					
				Small specialist teams with single person risks	Reputational damage				Storing data back ups off site	Both					
				Significant changes in adviser and consultant personnel	Data quality deterioration				Maintaining close links with advisers, consultants and external organisations	Both					
				Lack of systems maintenance	Significant restoration costs				Implementation of Cyber Security policy	Both					
				Systems failure					Review and update disaster recovery plan	Both					
				Disaster event - fire, flood, etc					Use of IT systems to work remotely	Both					
				Lack of remote working facilities											

5	Cyber security	Both	Averse	Systemic cybersecurity events (e.g. taking down financial trading institutions globally)	Loss of data and/or data disruption	4	5	25	Use of scheme administrator systems and system security	Both	3	4	16		
				Local cyber security events (e.g. targeting the Council)	Reputational damage				Staff training	Both					
				Personal cyber security events (e.g. phishing emails targeting staff)	Breaches of the law				Bespoke Scheme cyber security policy	Both					
				Inadequate system security	Fines				Implementation of Cyber security policy	Both					
				Inadequate staff training and staff vigilance	Costs of fixing issues				Review and update disaster recovery plan	Both					
					Business interruption										
6	Data Quality	Both (WCC as data controller and provider as data processor)	Averse	McCloud/Sargeant impact	Incorrect benefit payments to scheme members	3	3	12	Review data quality and agree action plan to address issues highlighted	Both	3	2	9	Audit of data quality management arrangements	WCC
				Persistently increasing customer service expectations	Complaints and disputes from scheme members				SLA with Council payroll service	WCC					
				External events impacting on member health and wellbeing increasing the adverse impact of any problems with pensions	Negative reputational impact				Maintenance of Scheme website and sign posting to the new LGA Fire Pension scheme members website	Both					
				Member benefits paid incorrectly	Breaches resulting in fines from tPR				Staff training	Both					
				Inadequate administration systems and processes					Performance monitoring of employer data quality	Both					
				Poor data provided by employer					Performance monitoring of administration team KPIs	Both					
				Data provided by previous administrator in consistent, with data on both administration and pensioner payroll not matching	Over/ underpayment of pensions loss of reputation with stakeholders				reconciliation of data to be done on a regular basis to ensure consistency	WY					
Inadequate payroll services															
7	Fraud or corruption	Both	Averse	Poor application of controls by the Employer or Provider	Members lose benefits to fraudsters	4	3	15	Application of Authority code of conduct for officers, fraud strategy, and whistleblowing policy	Both	3	3	12	Fraud risk review in 2022/23	WCC
				Increased financial pressure on individuals due to geo political activity and its impact on the economy and jobs	Reputational risk				Application of division of duties and signatory processes for financial transactions and administration	Both					
				The passing of time since any previous targeted review of Fraud and corruption risk	Time spent unpicking the fraud				Periodic independent internal audit reviews of administration controls and activity	Both					
				Fraud or corruption instigated by any Fund stakeholders	Fraudulent members gain benefits they are not entitled to				Annual external audit reviews	Both					
					Breaches resulting in fines from tPR										

8	Governance Failure	Both	Averse	Lack of capacity to service governance requirements	Adverse impact on service reputation	3	4	16	Training needs analysis and plans for Committees and Board	WCC	2	3	9	Audit of governance arrangements	WCC
				Lack of training	Breaches of the Law				Training needs analysis and plans for staff	Both				Look at best practice to create training plan	Both
				Lack of continuity in staffing, advisers, or committee / board members	Exposure to unplanned risks				Quarterly committee and Board meeting cycles	WCC					
				Inadequate checking/review of standards compared to requirements and best practice	Poor Decisions that are not appropriately authorised				Monthly meetings between Scheme Administrator and provider (moving to quarterly after 6 months)	Both					
				Complacency in light of recent governance improvements	Customer dissatisfaction				All training provision to be made available to all committee and Board members	WCC					
				Out of date policies and contracts	Incorrect benefit payments to scheme members				Management of a policy schedule	WCC					
				Local government elections impact on committee and Board continuity					Use of digital technology - remote working and remote meetings	Both					
				Pandemic - impact on officer, adviser, and committee/board personnel health and availability					Responding to government consultations	Both					
				Uncertainty around overall governance structure and responsibility for decision making and actions					Ensure mandatory scheme policy documents are reviewed and updated on a regular basis or when regulatory changes are introduced	WCC				the schedule for policy documents needs to be shared with key personnel who are responsible for decision making with an indicator for who is responsible for the review and update of each document	WCC
				Unpopular government decisions impacting on Fire Pension Schemes											
9	Dashboard readiness	Both	Adverse	Poor Data Quality	Poor Data quality leading to low number of matches for members looking for lost pensions . The Fund will need to comply with standards published by the Money and Pensions Service (MaPS) and have regards to their guidance and that of the Pension Regulator. Failure to maintain records accurately may lead to fines being imposed.	3	4	16	Monthly data extract to be provided by WCC payroll sense checking and validation will take place before data can be uploaded to member records for active members, work on data quality issues for deferred members to be identified and work plan created to correct data	Both	2	3	9	West Yorkshire and WCC payroll to work together to ensure monthly extracts are accurate and sent by 19th of following month to ensure records are kept up to date for active members	both

10	2nd modified exercise	both	Adverse	Resource and data required to deliver the project	A review of calculations completed for the first exercise will also need to be undertaken as there was a query over pay used for these. retained officers not provided with the information required within timescales set in regulations.	3	4	16	Project team within WCC to be established. This will include payroll/ HR/ pensions admin staff. In scope members have been identified and contacted. Communication sent to all retained staff to spread the word for any retained staff that may have left the service and contact has been lost.	WCC	3	3	12	The pensions administration team are attending training and collaboration meetings to learn how to use the calculators and pay information supplied by GAD, these are being used to complete the project. The team are using wording for member letters supplied by the LGA. We will use a tracing service provided by DWP for any communications returned 'goneaway' to ensure every effort is made to communicate with lost members.	WCC
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Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

12 February 2024

Governance and Policy Update

Recommendation

That the Warwickshire Fire and Rescue Local Pension Board notes and comments on the Regulatory updates affecting Firefighter Pension Schemes set out in this report.

1. Executive Summary

1.1 This Report provides a summary of governance issues relating to the firefighter pension schemes and policies.

1.2 2020 Valuation – Firefighters Pension Scheme (England)

On 21 December 2023 the Government announced that the Government Actuary Department had completed its valuation of the Firefighters' Pension Scheme (England) and published the results of the 2020 Valuation.

The actuarial report shows that the employer contribution rate will rise by 8.5% to 37.6% of pensionable pay from 1 April 2024 to 31 March 2027.

Further information regarding funding is expected in the New Year.

1.3 Lifetime Allowance Removal

The Government is currently legislating through the Finance Bill 2023-24 to fully abolish the lifetime allowance from 6 April 2024 and put in place new rules to determine the tax treatment of pension lump sums.

This will affect members of the Fire Pension scheme that access their benefits after 06 April 2024.

1.4 Terms of Reference & Conflicts of Interest Policy

The Terms of Reference and annexed Conflicts of Interest Policy for the Fire Pension Board have been reviewed.

There are no material changes to the Terms of Reference.

The Conflicts of Interest Policy has been updated to more closely reflect

the Council's usual arrangements for the handling of declarations of interest.

A copy is attached for comment in Appendix 1.

1.5 Delegated Functions of Scheme Manager

At the previous meeting, the Board requested confirmation of the identity of the Scheme Manager of the Fire Pension Scheme for Warwickshire. Under the relevant regulations, the Scheme Manager is the Council as the Fire and Rescue Authority. In the past, the functions have been delegated onwards to the Chief Fire Officer. A recommendation will be made to the Staff and Pensions Committee in March that the functions are delegated to the s151 Officer in line with the LGPS and other finance-related functions of the Council. This will be more clearly reflected in the Council's constitution. This will not impact on the arrangements for the administration of the Firefighters Pension Schemes which is currently outsourced to West Yorkshire Pension Fund. The Chief Fire Officer will continue to deal with disputes at Stage 2 of the IDRP.

2. Financial Implications

- 2.1 The 8.5% raise in employer contribution rates to 37.6% will increase the employer contributions liability from 1 April 2024 to 31 March 2027.
- 2.2 The fire fighters pension scheme is a pension scheme where benefits paid to members are paid from employee contributions, employer contributions and Government funded top ups.
- 2.3 Treasury have confirmed funding will be available for the first financial year and will fully cover the liability. The position post 2024/25 will be considered as part of the Treasury spending review in summer 2024. The increase in employer contribution rate has been taken into account in medium term financial planning.

3. Environmental Implications

- 3.1 There are no environmental implications arising directly from this report.

4. Timescales associated with the decision and next steps

- 4.1 None

Appendices

Appendix 1 – Terms of Reference and annexed Conflict of Interest Policy

Background Papers

None

	Name	Contact Information
Report Author	Lisa Eglesfield Pension Administration Service Manager Martin Griffiths Pension Technical Specialist, Policy and Governance	lisaeglesfield@warwickshire.gov.uk martingriffiths@warwickshire.gov.uk
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Executive Director	Rob Powell, Executive Director for Resources	robpowell@warwickshire.gov.uk
Portfolio Holder	Peter Butlin, Deputy Leader and Portfolio Holder for Finance and Property	peterbutlin@warwickshire.gov.uk

The report was circulated to the following members prior to publication:

Local Member(s): Cllrs Dahmash and Gifford

Other members: n/a

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Annex A to the Terms of Reference for the Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

Conflicts of Interest Policy

Introduction

The Public Sector Pensions Act 2013 requires that members of the Warwickshire Fire and Rescue Local Pension Board (the Board) do not have conflicts of interests. As such all Board Members (Members) will be required to declare any interests and any potential conflicts of interests in line with legal requirements in the Act and the Pension Regulator's code. These declarations are required as part of the appointment process, as well as regular intervals throughout a Member's tenure to the Scheme Manager's satisfaction.

Conflict of Interests – General Principles

A conflict of interest is defined as a financial or other interest which is likely to prejudice a person's exercise of functions as a member of the Board. The basic principle in relation to conflicts of interest can be found in the High Court case of *Re Thompson's Settlement* [1986] where the Court held that:

'...a man must not put himself in a position where duty and [personal] interest conflict or where his duty to one conflicts with his duty to another unless expressly authorised'

Conflicts of interest may arise for Members and their advisers. This simply reflects the fact that individual Members and their advisers will have a variety of other roles and responsibilities outside the Board.

Members and their advisers must be able to identify potential conflicts of interest, and have procedures in place to manage them. This document outlines the procedure the Members have adopted to do this.

Procedure

For this procedure to work the Members have agreed that they must:

- declare any actual or potential conflict of interest they may have;
- be open with each other on any conflicts of interest they may have;
- provide information reasonably requested to assess whether there is any actual or potential conflict of interest;
- adopt practical solutions; and
- plan ahead and agree on how they will manage any conflicts of interest which arise.

With these objectives in mind the following procedure shall apply:

1. On appointment to their role or on the commencement of this Policy if later, all individuals will be provided with a copy of this Policy (and any other relevant policy, terms of reference or code of conduct) and be required to complete a Declaration of Interest.

2. The Scheme Manager will assess the extent to which any declarations are relevant to the individual's role as Board Member.
3. Each individual is responsible for maintaining their declaration of interest on a continuous basis and ensuring that they are kept up to date.
4. At the commencement of any Board Meeting, the Chair will ask all those present to declare any interests. All interests declared will be detailed in the record of the meeting.
5. Any individual who considers that they have a potential or actual conflict of interest which relates to an item of business at a meeting, must advise the Chair and the Scheme Manager prior to the meeting, where possible, or state this clearly at the meeting at the earliest possible opportunity.
6. The Chair, in consultation with the Scheme Manager, will seek advice as necessary and will advise the individual whether they need to leave the meeting during the discussion on the relevant matter. Where an actual conflict of interest on an agenda item is identified, the presumption is that an individual will exclude themselves from participating in the discussion on the relevant matter. The conflict of interest and the action taken must be recorded in the minutes.
7. If such a conflict is identified outside of a meeting the individual must complete an updated Declaration of interest. The Scheme Manager will consult with the Chair and consider any necessary action to manage the potential or actual conflict. The conflict of interest and the action taken must be recorded.
8. All individuals will be required complete a declaration of interest at least once every 12 months.

Management of Confidential Information

With regard to Members sharing confidential information received by them in their capacity as a Board Member with other parties, it is important to remember that each Member has a fundamental responsibility to act on behalf of the Board and this duty should not be compromised by acting on behalf of other groups.

Advisors

There may be circumstances where advisors are asked to give advice to the Board but this can only happen where there is no conflict of interest. All of the Board's advisors have a professional responsibility to advise the Members if any circumstances arise in which they feel they are conflicted. These responsibilities and guidelines for dealing with actual or potential conflicts of interest are covered by rules of their respective professional bodies.

Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

12 February 2024

Forward Plan

Recommendation

That the Warwickshire Fire and Rescue Local Pension Board considers and comments on this report and the Forward Plan at Appendix 1.

1. Executive Summary

The forward plan is attached at Appendix 1. The purpose of the Plan is to consider and provide for items to be reviewed and discussed by the Board at future meetings, and to set out the training plan to be undertaken by Members of the Board.

2. Financial Implications

2.1 None arising directly from this report.

3. Environmental Implications

3.1 None arising directly from this report.

4. Supporting Information

The forward plan has been updated to include both items scheduled for future meetings, and dates for Quarter 3 where they are known.

4.1 Currently the Forward Plan does not include any training items, but officers are happy to arrange training on any areas, on request.

4.2 Members of the Board are encouraged to complete the Pensions Regulator's training toolkit if they have not done so already, and officers can provide assistance to access if required.

5. Timescales associated with the decision and next steps

None

Appendices

- Appendix 1 - Forward Plan

Background Papers

- None

	Name	Contact Information
Report Author	Lisa Eglesfield Pension Administration Service Manager, Martin Griffiths Pension Technical Specialist, Policy and Governance	lisaeglesfield@warwickshire.gov.uk, martingriffiths@warwickshire.gov.uk
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Executive Director	Rob Powell Executive Director for Resources	robpowell@warwickshire.gov.uk
Portfolio Holder	Cllr Peter Butlin Portfolio Holder for Finance and Property	peterbutlin@warwickshire.gov.uk

The report was circulated to the following members prior to publication:

Local Member(s): n/a

Other members: Cllrs Dahmash and Gifford

Forward Plan items Warwickshire Fire Local Pension Board

Q4 12th February 2024	Q1 3rd June 2024	Q2 23rd September 2024	Q3 4th November 2024
Monthly admin report from West Yorkshire	Monthly admin report from West Yorkshire	Monthly admin report from West Yorkshire	Monthly Admin Report from West Yorkshire
Governance and Regulatory update	Governance and Regulatory update	Governance and Regulatory update	Governance and Regulatory update
Risk monitoring	Risk monitoring	Risk monitoring	Risk Monitoring
Chair's Report			
Forward Plan	Forward Plan	Forward Plan	Forward Plan
Policies	Policies	Policies	Policies
Conflict of Interest Terms of Reference		Full Discretions Policy	
Training	Training	Training	Training

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Warwickshire Fire and Rescue Local Pension Board of the Firefighters' Pension Scheme

12 February 2024

Pension Administration Update

Recommendation

That the Warwickshire Fire and Rescue Local Pension Board notes and comments on the administration report provided by West Yorkshire Pension Fund (WYPF) dated December 2023 covering the work they have undertaken to administer the Firefighter Pension Schemes for Warwickshire Fire and Rescue Service (WFRS).

1. Executive Summary

- 1.1 From 1 April 2022, WYPF have provided the pension administration service for WFRS. As part of this service a monthly report is provided by WYPF, which gives details of the work they have undertaken, key performance indicators, and other relevant information regarding the membership of the Firefighter Pension schemes.

2. Financial Implications

- 2.1 None arising directly from this report.

3. Environmental Implications

- 3.1 None arising directly from this report.

4. Supporting Information

- 4.1 The latest report provided by WYPF is for December 2023 and is attached at Appendix 1.
- 4.2 The report has been shared with stakeholders at the Council.
- 4.3 In relation to KPIs, 1 of 16 has not been delivered within the target timescales. This is:

Death on Retirement – 1 case did not meet this KPI due to delay in receiving marriage certificate from the member's family.

- 4.4 On 1 October 2023 the Firefighters' Pension Scheme 2006 (England) (Amendment) Order 2023 came into force. This enables Retained Firefighters to buy back pension service in the 2006 scheme prior to 01/07/2000 if they meet certain set criteria. The Pensions Administration Team at Warwickshire continue work on the calculations required for retained Officers who have expressed an interest to purchase service.
- 4.5 A notification has been sent out to those in scope notifying them of this options exercise. For those where no response has been received, we will use the Department for Work and Pensions (DWP) tracing service to ensure that where we might not have a current address, we have used best endeavours to try to reach those individuals.
- 4.6 We currently have 6 notification letters returned 'gone away' which will require tracing with DWP. It is therefore noted to the Board that we have breached disclosure in these cases as the deadline was 31 December 2023. Under advice from the Local Government Association this is not a material breach to report to the Pension Regulator.
- 4.7 The work for this exercise must be completed by April 2025. A period of 18 months has been specified for Fire Services/Authorities to ensure the project is delivered within a reasonable timeframe.
- 4.8 There were no Breaches to report during the last quarter.
- 4.9 Following Vicky Jenks' departure from Warwickshire Pension Fund, Ian Morris will now be supporting Lisa Eglesfield with the contract management of the Fire Pension Scheme. Ian Morris is the membership team leader within Warwickshire Pension Fund.

5. Timescales associated with the decision and next steps

- 5.1 None

Appendices

Appendix 1 – December 2023 monthly report.

	Name	Contact Information
--	-------------	----------------------------

Report Author	Lisa Eglesfield, Pension Administration Service Manager, Martin Griffiths, Pension Technical Specialist, Policy and Governance	lisaeglesfield@warwickshire.gov.uk, martingriffiths@warwickshire.gov.uk
Director	Virginia Rennie Interim Director of Finance	virginiarennie@warwickshire.gov.uk
Executive Director	Rob Powell Executive Director for Resources	robpowell@warwickshire.gov.uk
Portfolio Holder	Cllr Peter Butlin Portfolio Holder for Finance and Property	peterbutlin@warwickshire.gov.uk

The report was circulated to the following members prior to publication:

Local Member(s): n/a

Other members: Cllrs Dahmash and Gifford

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Monthly Report

December 2023

Warwickshire Fire Authority



West Yorkshire Pension Fund

Prepared by:

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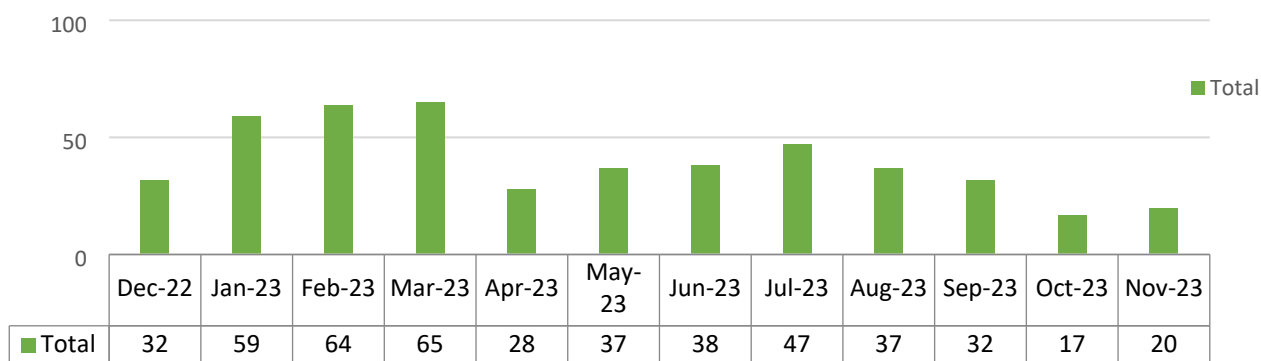
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1.Completed processes

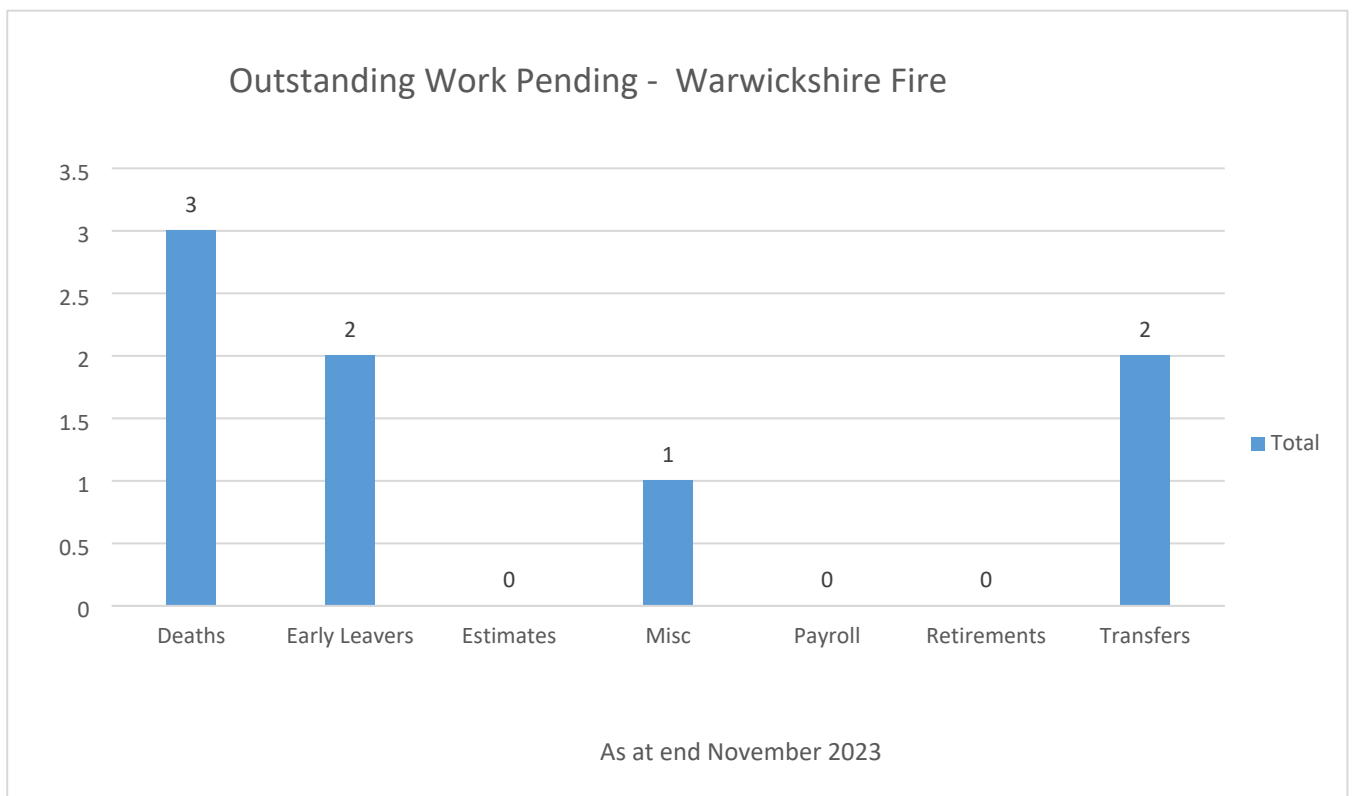
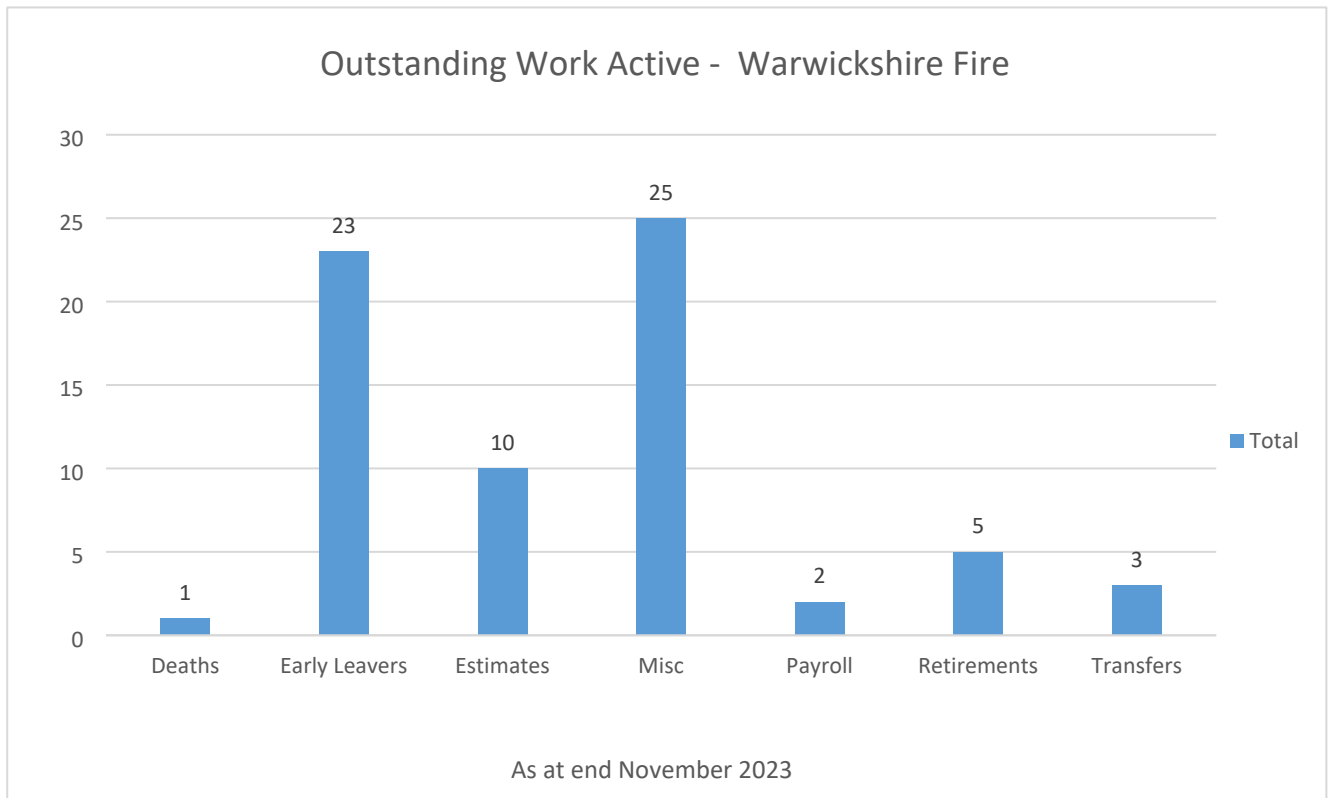
1 to 30 November 2023						
Work Type	Total Cases	Target days for each case	Target met cases	Minimum Target Met	Target met percent	Average time taken
Divorce Settlement/Pension Sharing order Implemented	1	80	1	100	100	1
Pension Estimate	1	10	1	90	100	4
Set Up New Spouse Pension	1	5	1	85	100	2
Change of Address	2	20	2	85	100	2
Change of Bank Details	1	20	1	85	100	1
General Payroll Changes	8	20	8	85	100	2.38
Age 55 Increase to Pension	1	20	1	85	100	8
Death in Retirement	2	10	1	85	50	11.5
Dependant Pension To Set Up	1	10	1	100	100	2
Initial letter Death in Retirement	2	10	2	85	100	1
Monthly Pension	466	Pay date	466	100	100	

Completed Processes - Warwickshire Fire



Death in Retirement 1 case did not meet due to a delay in receiving the marriage certificate form the beneficiary.

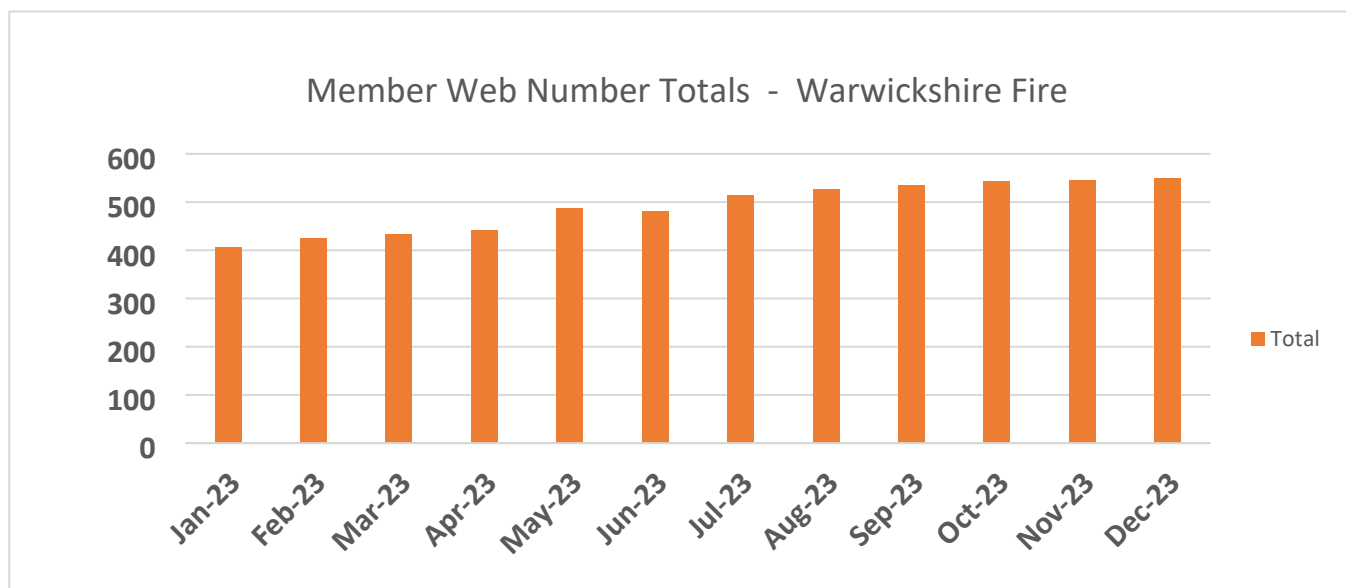
2. Work in Progress



3. Member Web Registrations

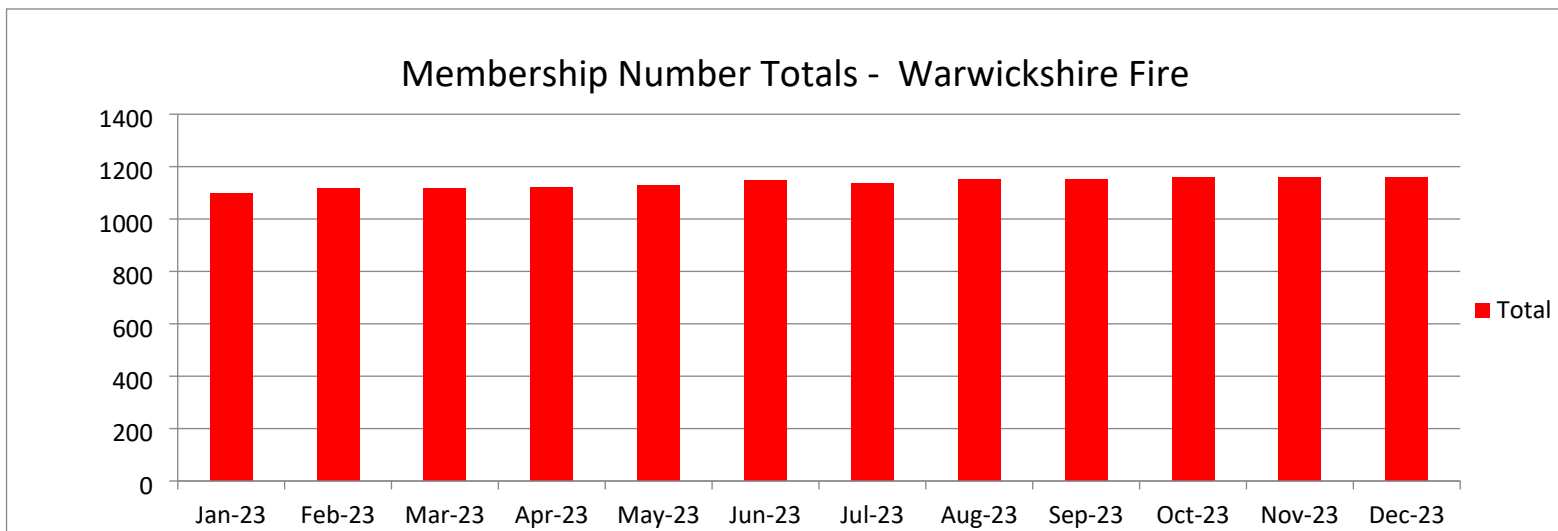
The number of members signed up to member web are:

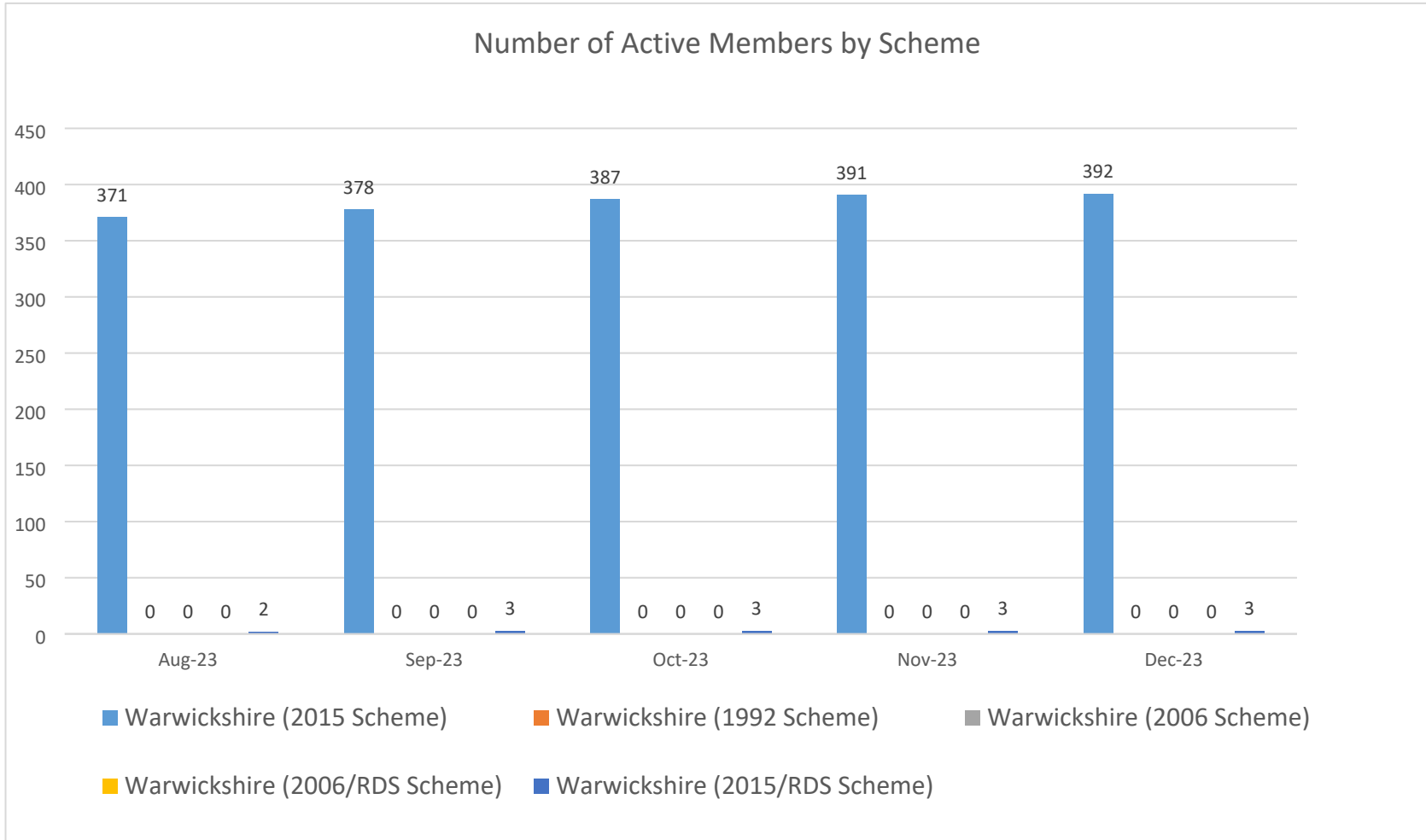
Status	Number
Active	199
Pensioner	247
Pensioner Ex-Spouse	0
Beneficiary Pensioner	22
Deferred Ex-Spouse	0
Deferred	81

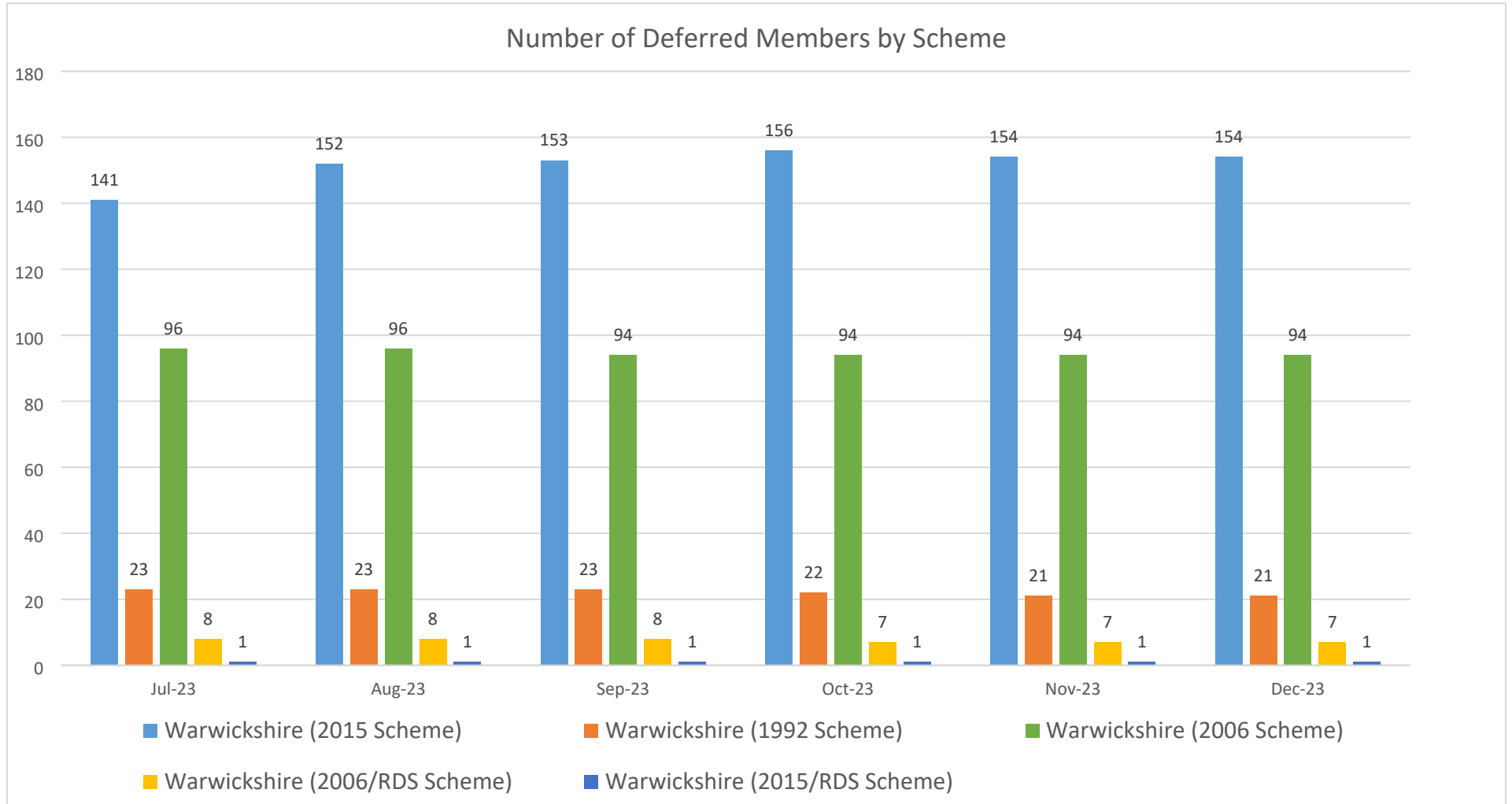


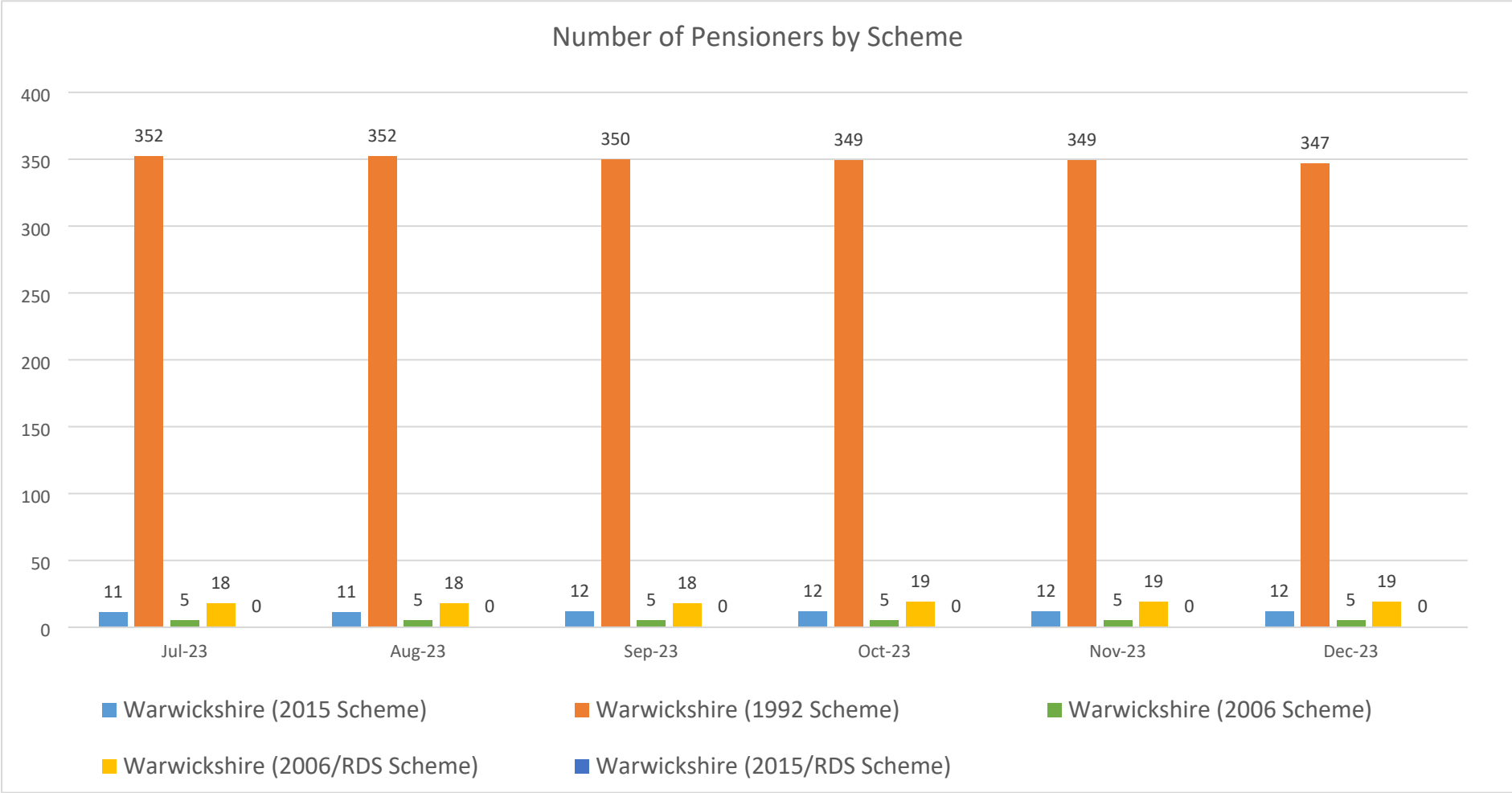
4.Membership Numbers

Scheme Name	Active Members	Deferred Members	Pensioners	Beneficiaries	Preserved Refund	Leavers Options Pending
Warwickshire (1992 Scheme)	0	21	347	68	0	0
Warwickshire (2006 Scheme)	0	94	5	3	2	0
Warwickshire (2006/RDS Scheme)	0	7	19	0	0	0
Warwickshire (2015 Scheme)	392	154	12	3	3	24
Warwickshire (2015/RDS Scheme)	3	1	0	0	0	0









5. Administration Update

Annual Scheme Returns

WYPF have received notifications that the Annual Scheme Returns need to be completed by **25 January 2024**.

Tracy Weaver has e-mailed all FRAs that we complete Annual Scheme Returns for to ask them to confirm their Governance (Scheme Manager & Pension Board) Details are correct.

Tracy will complete the Annual Scheme Returns for those FRAs on receipt of the information.

Governance and Administration Survey

This TPR survey has shown a fall in the number of FRAs, 74% to 67%, that are compliant in all 6 areas of scheme governance.

The [TPR six key processes](#) factsheet will be updated in due course to reflect the latest performance and give further guidance to FRAs in order to achieve a higher rate of understanding and compliance.

It would be beneficial if all FRAs share this information with appropriate colleagues and Pension Board Members. Furthermore, these key personnel should be encouraged to attend events such as the LGA Coffee Mornings, webinars and the WYPF client meetings so they are well briefed about key issues faced by the FPS in 2024.

Retirements and RSS

Retiring scheme members should have noticed no change in service post 1 October.

WYPF staff continue to develop and implement additional/manual processes (to our software UPM) to ensure all benefits options have been provided pre-retirement in accordance with amendment regulations with all payments made on time.

WYPF continue to process and prepare work with all known retiring members receiving packs for January retirements.

It is our understanding the first of the RSS' will be formally released on 13 December with others to follow shortly. LGA have been advised the ABS RSS must be released by mid-January if it is to be included in the 2024 statement.

FRAs are reminded that the RSS does not have to be provided with the 2024 ABS. If this is the case the RSS must be provided separately and no later than 31 March 2025.

Remedy GAD contribution calculator outputs

This information is required to produce the Remedial Service Statements (RSS) for active and deferred members.

Can all FRAs please provide these outputs by **31 March 2024**

FRA emails

We have been receiving emails from FRAs relating to multiple scheme members.

As the information has to be put on records can we ask all FRAs to please send an individual email for each scheme member.

Data breaches

6. Communication & Training

Pre-Retirement Courses

After the success of the first Affinity Connect Pre Retirement Course a second course took place at the end of November again very positive feedback was received.

With members having the following to say:

- “Good course, informative and well paced. Plenty of good information and clearly presented.”
- “A really interesting course providing food for thought.”
- “An invaluable session. Brilliant, thank you!”

Spaces are still available for next year’s events which can be booked via our website at www.wypf.org.uk/events/

Pension boards

- Northamptonshire – 2 November 2023
- Warwickshire – 6 November 2023
- Staffordshire – 15 November 2023
- Leicestershire -16 November 2023
- Buckinghamshire – 22 November 2023
- Cambridgeshire – 22 November 2023
- Lincolnshire – 23 November 2023

National / regional meetings

- P&F Stakeholders – RSS – 15 November 2023
- HMT meeting on Pensions Dashboards – 15 November 2023
- Matthews TWG – 20 November 2023

Client training delivered by WYPF

- Durham & Darlington (on site) – Pre retirement – 7 November 2023
- Derbyshire, Leicestershire, Nottinghamshire – Age Discrimination/Remedy presentation – 13 November 2023
- West Yorkshire Fire – Pre retirement – 20 November 2023
-

7. Member Update

None

8. IT Update

9. Five Year Audit Plan 2023 – 2027

West Yorkshire Pension Fund Five Year Audit Plan 2022 - 2027	Fr q	Last Audit	Rcmn d	Days	23/2 4	24/2 5	25/2 6	26/2 7	27/2 8
Annual Accounts Verification	1	20/09/21	1	50	✓	✓	✓	✓	✓
Audits Per Year					1	1	1	1	1
Local Government Scheme Contributions	2	01/11/21	2	50					
New Pensions and Lump Sums - WYPF									
- Normal and Early Retirements	5	09/10/19	1	25	✓			✓	
- Death in Service, Post Retirement Widow and Dependent Benefits	5	08/10/21	0	25		✓			
- Ill Health Pensions	5	11/07/23	0	25				✓	
- Flexible Retirements	5	30/11/20	2	25	✓				
- Deferred Pensions	5	28/06/22	0	25			✓		
Transfers Out	5	07/10/20	0	20					✓
Transfers In	5	17/05/21	0	20			✓		
Reimbursement of Agency Payments	5	10/03/23	0	20		✓		✓	
Life Existence / Certificates	5	11/08/21	3	20					✓
AVC Arrangements	5	21/12/22	0	20			✓		
Admission of New Bodies	5	07/02/20	0	20					✓
Pensioners Payroll	2.5	17/11/20	0	50		✓			
Purchase of Additional Pension	5	29/03/22	0	20	✓		✓		
Annual Benefits Statements	2.5	30/09/22	0	40				✓	
Fire Service New Pensions and Lump Sums			1						
- Normal and Early Retirements	3	17/12/20	0	33.3		✓			✓
- Ill Health and Death Benefits	3	23/06/22	0	33.3			✓		✓
- Deferred Pensions	3		0	33.3	✓			✓	
Audits Per Year					4	5	5	5	5
UK and Overseas Equities	1	01/02/23	0	75	✓	✓	✓	✓	✓
UK Fixed and Index Linked Public and Corporate Bonds	3	18/08/22	0	25		✓			✓
UK and Overseas Unit Trusts (Property and Other)	3	06/02/23	1	25		✓			✓
Fund of Hedge Funds	5	09/06/16	1	15			✓		
UK and Overseas Private Equities	3	31/03/22	3	25		✓		✓	

West Yorkshire Pension Fund Five Year Audit Plan 2022 - 2027	Fr q	Last Audit	Rcmn d	Days	23/2 4	24/2 5	25/2 6	26/2 7	27/2 8
Global Bonds	5	11/12/18	0	15	✓				
Treasury Management (Short Term Cash Lending)	1	18/12/22	0	75	✓	✓	✓	✓	✓
Stock Lending	5	24/11/21	1	15				✓	
Compliance with IAP Investment Decisions and Policies	5	22/02/21	0	15	✓		✓		
Verification of Assets	5	01/03/21	0	15			✓		
Verification of Assets	5	01/03/21		15	✓				
Listed Alternatives	5	00/01/00		15			✓		
Audits Per Year					5	5	5	4	4
Additional work outside plan									
Transfer of Data to New Pensions System		02/07/12	0						
Monthly Contribution Data Usage		20/08/15	6						
Information Governance Including GDPR		01/05/19	7						
Transfer of Data From Outside Bodies		10/06/19	6						
Pooling Arrangements		20/03/19	1						
Custodial Transfer Arrangements		01/07/20	0						
Accuracy of Contributions Recorded on Member Records		10/02/20	7						
GLIL		30/07/20	1						
Accuracy of Contributions Recorded on Member Records - Follow Up (i)		05/11/21	2						
NLGPS Collaborative Work - Common Custodian Arrangements		30/04/21	1						
Business Continuity		17/01/22	5						
Shared Service Admission		07/04/22	6						
NLGPS Collaborative Work - NPEP		29/06/22	3						
NLGPS Collaborative Work - GLIL Infrastructure		18/04/23			1				1
Exiting Employers		25/04/23			1				1
No of audits					12	11	11	10	12
Audit days over five years				885	177	177	177	177	177
Resourced days				1,225	245	245	245	245	245
Headroom				340	68	68	68	68	68

10. Overriding Disclosure Time Limits

Disclosure Requirement	Time Limit	Number of breaches in month
Material alterations to basic scheme information	Within 3 months of the change taking effect	0
Transfer Credits (quote)	Within 2 months	0
Annual Benefit Statements	By 31 August each year	0
Annual Benefit Statement (upon request)	Within 2 months of request, if not already provided within previous 12 months	0
Deferred Benefit Statements	By 31 August each year	0
Deferred Benefit Statement (upon request)	Within 2 months of request, if not already provided within previous 12 months	0
Pension Savings Statements	By 6 October each year	0
Cash Equivalent Transfer Value Out	Within 3 months of request	0
Accessing Benefits before Normal Pension Age	2 month of benefits becoming payable	0
Accessing Benefits on or after Normal Pension Age	1 month of benefits becoming payable	0
Notification of Deferred Benefit entitlement	2 months of being notified of leaver	0

Type of request	Time limit	Number of breaches in month
Request for divorce information only.	3 months from receipt of the request.	0
Request for divorce information where you are notified that the information is required in connection with divorce proceedings that have already commenced.	6 weeks from receipt of the request.	0
Request for divorce information where a Court Order imposes a deadline.	Within the deadline specified by the Court.	0
Request for divorce information where you are notified that a Pension Sharing Order may be issued.	Within 21 days of receiving notification that a Pension Sharing Order may be issued or a date outside 21 days as specified by the Court.	0
Where the request is for information which does not include a Cash Equivalent Transfer Value	1 month from receipt of the request.	0
Pension Sharing Order received but some information* and/or charges are still outstanding.	A letter to both parties needs to be sent out within 21 days of receiving the Order to explain the Order cannot be implemented and request the missing information and/or charges.	0
Pension Sharing Order received including all relevant information* and charges.	A letter** must be sent to both parties within 21 days of the start of the implementation period notifying them of the deadline.	0
Pension Sharing Order Received including all relevant information and charges.	4 months to implement the Order of the date of receipt of the final information which allows calculation	0
PSO has been implemented.	A letter* must be sent to both parties within 21 days of implementing the PSO to notify both parties their entitlement.	0

11. Calendar of Events

January	February	March	April
Life Certificates HMRC Event Reporting Payment of Unauthorised Lump Sum and Scheme Sanction Charge to HMRC	Life Certificates Review of DWP benefits for Injury cases GAD Data Collection Spreadsheet	Life Certificates	Apply Pensions Increase Apply Care Revaluation Issue P60's Life Certificates Pensioner Newsletter
May	June	July	August
Life Certificates	Active Newsletter Life Certificates Issue Deferred Annual Benefits Statements	Life Certificates Issue Deferred Annual Benefits Statements Issue active Annual Benefits Statements	Issue active Annual Benefits Statements Life Certificates
September	October	November	December
Pension Estimates Assumption Exercise Life Certificates Pension Savings Statement	Life Certificates Participate in NFI tPR Scheme Returns	tPR Annual Survey Life Certificates	IAS19 Data capture exercise for Actuaries Life Certificates

12. Regulations/Fire Scheme Update

Please take a few minutes to read the Firefighters' Pension (England) Scheme Advisory Board Bulletin (Link to Bulletin below) and take any action required.

[FPS Bulletin 68 - April 2023 \(fpsregs.org\)](#)

Some key issues to highlight:

FPS

Matthews – GAD calculator

On 13 November 2023 we emailed you to announce that following the [Matthews GAD calculator launch and demo](#) coffee morning on 31 October 2023, the Matthews second options exercise – GAD calculator and user guide has been released.

These documents have been added to our existing [Special members of FPS 2006 - GAD Calculator](#) webpage within the member area of the FPS regulations and guidance website.

The calculator (first live version) can be used to assist contribution calculations relating to the second options exercise. Please note:

- This calculator can be used for calculations with effective dates in November 2023
- The calculator will need to be updated each month to allow for the latest applicable interest rates. GAD will make a monthly interest file available through their Egress portal which you will need to register for on an individual basis by emailing Firematthewscalculator@gad.gov.uk
- The types of cases covered by this calculator are set out in the user guide. A second version of the calculator, covering a wider group of categories, is being tested and is expected to be released by the end of the year.

The user guide provides detailed instructions on how to use the calculator. The guide details the cases which are covered by the calculator, data inputs required (both bulk and individual), and the output produced by the calculator. The guide also includes some worked examples and troubleshooting comments.

If you have any initial questions using the calculator, it is recommended that you contact the super users in the first instance. Their details are in the ['Super Users'](#) tab on the webpage.

We are aware that FRAs will have to save a version of the calculator locally when they upload the interest file each month. We do however recommend that you check the website first to ensure that you are uploading interest to the most recent version of the calculator in case there have been any amendments.

Please ensure that you share this information with anyone who is carrying out the Matthews second options exercise on behalf of your Fire and Rescue Service.

Should you require access to the member area of the FPS regulations and guidance website, please email bluelightpensions@local.gov.uk.

ACTIONS: FRAs;

1. Should read the user guide.
2. Should ensure that they have the most up to date version of the calculator when they update the spreadsheet at the beginning of the month to allow for the latest interest rates.
3. Should share this information with anyone who is carrying out the Matthews second options exercise.

Matthews – Deceased members

Readers may be aware that there are specific provisions in the [Firefighters' Pension Schemes \(England\) \(Amendment\) Order 2023](#) which provide remedy for deceased cases:

[Special death grant](#) – Individuals who have died in the period 7 April 2000 to 5 April 2006.

[Additional death grant](#) - Individuals must have joined the modified scheme as part of the first options exercise, purchased their past service to 1 July 2000 and would also have been entitled to purchase pre-July 2000 service as part of the 2023 Options exercise but for the fact that they have died prior to having the opportunity to make a positive election.

The LGA have alerted the Home Office to the following scenario:

An individual who was not identified under the first options exercise, so therefore were never given the opportunity to join the modified scheme but have since died and are therefore unable to make an election under the second options exercise - Presently the regulations do not provide any remedy for such cases.

The Home Office is currently considering this issue and will provide an update in due course.

It is recommended that until further clarity has been provided FRAs stockpile any cases which they identify meeting this specific set of criteria.

ACTION – FRAs to stockpile any cases which are currently not covered by the regulations until an amendment is in place.

Matthews – Monitoring and reporting

As we are now in the implementation phase of the Matthews remedy both the Home Office and GAD have confirmed that there are some key areas that they will require FRAs to report on.

The first area is in respect of overall project implementation. It has been agreed that FRAs will be asked by the LGA to provide the following data on a quarterly basis:

1. Total number of cases
 - a. Identified and individual located i.e. have an address on file
 - b. Identified but not located i.e. no address on record
2. Total number of cases which have been sent the initial expression of interest letter.
3. Total number of individuals who have replied and expressed an interest.
4. Total number of cases which cannot be run through version one or two of the calculator and will need to be sent to GAD.
5. Total number of statements issued.
6. Total number of individuals who have elected to join, to be broken down as follows:
 - a. Special members
 - i. Periodical
 - ii. Lump sum
 - b. Special deferred
 - i. Periodical
 - ii. Lump sum
 - c. Special pensioner

7. Total number of cases passed to the administrator for implementation.

ACTION – FRAs to stockpile any cases which are currently not covered by the regulations until an amendment is in place.

The second area is in respect of positive elections only. The Home Office and GAD would like FRAs to collate and share the GAD calculator inputs and outputs for all individuals who elect to join the second options exercise.

- FRAs using the bulk processing interface can simply retain and concatenate input and output files for relevant cases.
- FRAs using the individual interface can use the “Append to bulk interface” button when processing elections to build up a file of results (see user guide page 11).

It is expected that this data will be requested on a quarterly basis, details on how this information will be shared will be provided in due course.

ACTION: FRAs to maintain robust record keeping ensuring that the data required by the Home Office and GAD is easily accessible

Matthews – Consequential loss claims

On the 13 November we emailed FRAs alerting them to the possibility of receiving data requests from members in respect of the first options exercise.

Members are asking FRAs to provide details of the payments which they have made (and will continue to make, where applicable) in respect of both backdated contributions and interest. This information should be easily accessible for the FRA as it will have been captured in the [original calculator output document](#).

This information is required to support members with an ongoing consequential loss claim which the FBU have submitted on their behalf.

The request is time sensitive as all claims must be submitted to the Court by 31 January 2024, we therefore ask that you deal with these cases in a timely manner.

Age Discrimination Remedy – Member Contingent Decisions guidance

In [FPS Bulletin 74 - October 2023](#) we published our Scheme manager [Contingent Decisions guidance](#) and the member [claim form](#). To accompany this we have now published our [member guidance](#) which can be found under the '[Age Discrimination remedy – Contingent Decisions](#)' section on the [FPS member](#) website.

Events

FPS coffee mornings

Our MS Teams coffee mornings are continuing in November. The informal sessions lasting up to an hour allow practitioners to catch up with colleagues and hear a brief update on FPS issues from the LGA Bluelight team.

In November, due to leave and other meeting commitments, we plan to hold one coffee morning which will be on Tuesday 7 November. The topic we are planning to explore is interest in respect of the Sargeant remedy.

We are pleased to include the presentations from recent sessions below:

[7 November 2023 - Remedy Interest](#)

If you do not already receive the meeting invitations and would like to join us, please email bluelightpensions@local.gov.uk. Please note that attendance at the coffee mornings is generally restricted to FPS practitioners and managers.

Legislation

Statutory Instruments

[Firefighters' Pension Schemes \(England\) \(Amendment\) Order 2023](#) [SI2023/986]

Directions Orders

[Public Service Pensions \(Valuations and Employer Cost Cap\) Directions 2023](#)

Useful links

- [The Firefighters' Pensions \(England\) Scheme Advisory Board](#)
- [FPS Regulations and Guidance](#)
- [FPS Member](#)
- [Khub Firefighters Pensions Discussion Forum](#)
- [FPS1992 guidance and commentary](#)
- [The Pensions Regulator Public Service Schemes](#)
- [The Pensions Ombudsman](#)
- [HMRC Pensions Tax Manual](#)
- [LGA pensions website](#)
- [LGPS Regulations and Guidance](#)
- [LGPC Bulletins](#)