

## Agenda for a meeting of the West Yorkshire Pension Fund Joint Advisory Group to be held on Thursday, 26 January 2023 at 1.30 pm in Council Chamber - City Hall, Bradford

### Members of the Committee

<p><b><u>Bradford Members</u></b> Councillors: Salam Thornton Winnard</p>	<p><b><u>Calderdale Members</u></b> Councillors: Hutchinson Lynn Pillai</p>
<p><b><u>Kirklees Members</u></b> Councillors: Crook Firth Ramsay</p>	<p><b><u>Leeds Members</u></b> Councillors: Scopes Shemilt vacancy</p>
<p><b><u>Wakefield Members</u></b> Councillors: Mitchell Nicholls Swift</p>	<p><b><u>Trades Union Members</u></b> Tristan Chard (GMB) Andrew Goring (Unison) Liz Bailey (Unison)</p>
<p><b><u>Scheme Members</u></b> Vacancy</p>	

### Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

### From:

Asif Ibrahim

Director of Legal and Governance

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### To:

## A. PROCEDURAL ITEMS

### 1. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

*Notes:*

- (1) *Members must consider their interests, and act according to the following:*

<b>Type of Interest</b>	<b>You must:</b>
<i>Disclosable Pecuniary Interests</i>	<i>Disclose the interest; not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Directly Related)</i> <b>OR</b> <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item <u>or</u> if the public are also allowed to speak <u>but</u> otherwise not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Affects)</i> <b>OR</b> <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting and vote <u>unless</u> the matter affects the financial interest or well-being (a) to a greater extent than it affects the financial interests of a majority of the inhabitants of the affected ward, and (b) a reasonable member of the public, knowing all the facts would believe that would affect your view of the wider public interest; in which case speak on the item <u>only if</u> the public are also allowed to speak <u>but</u> otherwise do not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>

- (2) *Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*

(3) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*

(4) *Officers must disclose interests in accordance with Council Standing Order 44*

## **2. MINUTES**

**Recommended –**

**That the minutes of the meeting held on 28 July 2022 be signed as a correct record (previously circulated).**

(Jane Lythgow – 01274 432270)

## **3. INSPECTION OF REPORTS AND BACKGROUND PAPERS**

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Jane Lythgow - 01274 432270)

## **B. BUSINESS ITEMS**

### **4. FINANCE REPORT**

1 - 210

The report of the Director, West Yorkshire Pension Fund (**Document “K”**) will be submitted to the Joint Advisory Group and presents the latest financial update for 2022/23, budget proposal for 2023/24 and update on the 2021/22 annual report and accounts (WYPF accounts).

**Recommended –**

**A. That JAG note the content of the annual report and account and suggest any improvements.**

- B. That the projected outturn of £6,264k against budget of £6,254k for 2022/23, projected overspend of £9k be noted.
- C. That the proposed budget of £7,302k for 2023/24 be approved.
- D. That the WYPF total cost per member of £34.06 for 2021/22 and this is the lowest LGPS cost per member. Both Cipfa and CEM benchmark for 2021/22 confirmed that WYPF delivers high level of pension services at below average cost, be noted.

(Ola Ajala – 01274 434534)

## 5. 2022 ACTUARIAL VALUATION

211 -  
216

The Report of the Managing Director, WYPF (**Document “L”**) will be submitted to the Joint Advisory Group as The triennial actuarial valuation of the West Yorkshire Pension Fund (WYPF) is being prepared based on the position at 31 March 2022, and will determine the level of employers’ contributions for the period 1 April 2023 to 31 March 2026.

**Recommended –**

**That the report be noted.**

(Caroline Blackburn – 07790 353179)

## 6. EXCLUSION OF THE PUBLIC

Members are asked to consider if the **Not for Publication** Appendix to **Document “M”** relating to the consultation on updates to West Yorkshire Pension Fund Funding Strategy Statement (FSS) should be considered in the absence of the public and, if so, to approve the following recommendation: -

**Recommended –**

**That the public be excluded from the meeting during consideration of the Not for Publication Appendix to Document “M” relating to the consultation on updates to West Yorkshire Pension Fund Funding Strategy Statement (FSS) because information would be disclosed which is considered to be exempt information within paragraph 3 (Financial or Business Affairs) of Schedule 12A of the Local Government Act 1972 (as amended).**

**It is considered that, in all the circumstances, the public interest in maintaining this exemption outweighs the public interest in disclosing this information as it is in the overriding interest of proper administration that Members are made aware of the**

**financial implications of any decision without prejudicing the financial position of the West Yorkshire Pension Fund.**

- 7. CONSULTATION ON UPDATES TO WEST YORKSHIRE PENSION FUND FUNDING STRATEGY STATEMENT (FSS)** 217 - 286

The report of the Managing Director, West Yorkshire Pension Fund (**Document “M”**) informs Members that the Administering Authority has undertaken a consultation exercise with all stakeholders on updates to the Funding Strategy Statement which reflect the principles and approaches it intends to take as part of the 2022 valuation exercise.

The updates to the Funding Strategy Statement that were consulted on are outlined in the report and a copy of the draft Funding Strategy Statement with the changes tracked to aid reference is attached as Appendix A.

(Caroline Blackburn – 07790353179)

- 8. PENSIONS ADMINISTRATION** 287 - 320

The Report of the Director, WYPF (**Document “N”**) will be submitted to the Joint Advisory Group and provides Members with an update on West Yorkshire Pension Fund’s (WYPF) pensions administration activities for the period 1 July 2022 to 31 December 2022.

**Recommended –**

**That the report be noted.**

(Yunus Gajra – 01274 432343)

- 9. PENSIONS ADMINISTRATION STRATEGY AND COMMUNICATIONS POLICY 2023** 321 - 348

The Report of the Managing Director, WYPF (**Document “O”**) will be submitted to the Joint Advisory Group in compliance with the LGPS Regulations 2013. WYPF prepare a written statement of the authority’s policies in relation to such matters as it considers appropriate in relation to procedures for liaison and communication with scheme employers and the levels of performance which the employers and WYPF are expected to achieve.

**Recommended –**

**That the Pension Administration Strategy and the Communications Policy 2023 be approved.**

(Yunus Gajra – 01274 432343)

- 10. REGISTER OF BREACHES OF LAW** 349 -

The Report of the Managing Director of WYPF, (**Document “P”**) will be submitted to the Joint Advisory Group in accordance with the Public Service Pensions Act 2013.

**Recommended –**

**That the Local Pension Board note the entries and action taken on the Register of Breaches.**

(Caroline Blackburn – 07790 3531709)

11. **CEM - PENSIONS ADMINISTRATION BENCHMARKING SURVEY (PABS)** 359 - 488

The Report of the Managing Director, WYPF (**Document “Q”**) will be submitted to the Joint Advisory Group to advise Members of the comparison of WYPF’s pension administration costs and member service with a peer group of other schemes, from both public and private sector, for the year to 31 March 2022.

**Recommended –**

**That the report be noted.**

(Yunus Gajra – 01274 432343)

12. **LOCAL GOVERNMENT PENSION SCHEME REGULATIONS UPDATE** 489 - 498

The Report of the Managing Director, WYPF (**Document “R”**) will be submitted to the Joint Advisory Group and provides Members with an update on changes to the Local Government Pension Scheme (LGPS) 2014 and information on associated matters.

**Recommended –**

**That the report be noted.**

(Tracy Weaver – 01274 433571)

13. **LOCAL GOVERNMENT PENSION SCHEME REGULATIONS UPDATE - ANNUAL AVC REVIEW** 499 - 512

The Report of the Managing Director of the WYPF, (**Document “S”**) will be submitted to provide Members with details of Aon’s AVC Team review of the performance of Additional Voluntary Contribution Providers in terms of investment performance, financial strength, investment capabilities, charging structure and administration annually.

**Recommended –**

**That Scottish Widows are instructed to replace WYPF's bespoke LifeStyle strategy with its Adventurous Pension Approach Strategy Targeting Lump Sum.**

(Tracy Weaver – 01274 433571)

**14. WYPF GOVERNANCE REVIEW**

513 -  
518

The Report of the Managing Director of WYPF, (**Document “T”**) will be submitted to the Joint Advisory Group and sets out at a high level, a proposed process for undertaking a WYPF governance review and initial feedback is sought from Joint Advisory Group members.

**Recommended –**

**That the report be noted and the Joint Advisory Group provide any comments on the outline of the proposed governance review.**

(Euan Miller – 01274 434517)

**15. BUSINESS PLAN 2022 - 2027**

519 -  
574

The Report of the Managing Director, WYPF (**Document “U”**) will be submitted to the Joint Advisory Group to inform members regarding the five-year business plan which highlights objectives for the Fund and documents the priorities and improvement to be implemented to help achieve those objectives.

**Recommended –**

**That the Joint Advisory Group approves the business plan.**

(Yunus Gajra – 01274 432343)

**16. TRAINING**

575 -  
598

The Report of the Managing Director, WYPF (**Document “V”**) will be submitted to the Joint Advisory Group as there is a growing need for LGPS funds to demonstrate that Members have an adequate level of knowledge to carry out their roles effectively. The Report contains details on the available training and conferences to assist members to meet the requirement.

**Recommended –**

- 1. That Members of the JAG undertake the TPR Toolkit online training and the Hymans Robertson online Learning Academy Training.**
- 2. That JAG members are also encouraged to attend external training events and conferences provided by PLSA, LGA, Actuaries, and other specialist organisations.**

(Yunus Gajra – 01274 432343)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER