

**Minutes of
Shropshire and Wrekin Fire and Rescue Authority
Pension Board Meeting
to be held in the Sycamore Room, Headquarters / via MS Teams
on Monday, 27 April 2026 at 9.30am**

**Present
Members**

Employer Representatives

Marc Millward	Assistant Chief Fire Officer	MM
Jacqui Dungey	Section 151 Officer	JD
Claire Ellis	Accountant	CE

Member Representatives

Robert Cartwright	Firefighter	RC
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Officers

Jo Pritchard	Executive Support Officer	JP
Helen Scargill	West Yorkshire Pension Fund	HS
Darren Bowe	Pension Officer	DB
Joanne Coadey	Head of Finance	JC

1 Apologies for Absence

Tony Talbot
Simon Morris

**2 Conflicts of Interest
For decision**

Board members were reminded that they should declare any interests or responsibilities, which may lead to conflicts of interest in the subject area or any specific agenda item of this meeting. 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 Pension Board. It does not include a financial or other interest arising merely by virtue of that person being a member of the Firefighters' Pension Scheme.

None.

**3a Minutes
For decision**

The Board received the minutes of the Pension Board Meeting held on 27 January 2026.

All agreed.

3b Action List **For information / update**

The Board is asked to note progress against the actions on the Action List [Planner - PB Action list](#)

4 Contract Management Update and issues **For information**

West Yorkshire Pension Fund are working with an Oversight board to support stabilising business as usual processed. The service will need to continue to monitor the performance.

Contract is up until March 2027 with a 2-year extension. **DB** to pick this up with WYPF.

5 Update from Pension Administrator **For information**

Monthly client reports have been distributed since last meeting.

Not all the KPI's are 100%. Death in retirement, initial death letter and pension estimates were provided too late. Until the backlog is cleared, we won't be able to deliver the 10-day turnaround time.

This delay is likely to improve around about June 2026 time after which any current admin will then be delayed, which will then need clearing. JC asked a question whether the KPI can be amended to the current 12-week time scale provided by WYPF, and unfortunately her suggestion won't work. The service will have to manage this in house for now.

They are currently recruiting so things should improve over time.

Pension scheme members are asked to give 12 weeks' notice of retirement, to allow sufficient time for WYPF to produce their retirement pack. Retirement are processed in date order received, and not date of retirement.

Helen gave the board reassurance that WYPF do have their own governance to ensure they are doing their job properly.

Oversight board

This has been set up to provide additional governance, led by LGA. It started with 5 scheme managers, now they have 6 scheme managers. They meet

every Monday at 3pm to discuss any issues that have arisen. Once they have the information, they can then provide details to all fire authorities.

There has been plenty of focus over the last month on the active members because they need to close production, soon, for 2025. Since 27th March they have completed 359 cases, 40 are in the queue and almost 35 are at the end of their case. There are also 350 cases outstanding. They're hoping these outstanding cases will get their statements within the 2-3 months.

Shropshire has around 18 of these outstanding cases, some of which information is still waiting for a previous fire service. DB is aware of this. **HS** will send a list of who these are to DB.

6 Update on Pension Exercises **For information**

6a McCloud/Sargent

8 out of 33 people paid. Hoping that, by the end of the month, all will have been paid.

Ill health cases are now with HR and will be passed back to WYPF in due course.

6b Matthews

Laura at WYPF has been working within IT, to help speed up the time it takes to get payments out to clients.

West Yorkshire pension fund are recruiting new staff, with interviews being held this week, to help staff the department and ultimately speed the process up.

They've added an additional lump sum in payroll to ensure payments are getting through the system. They've managed to get an additional 11 payments out since, due to this intervention.

26 pensions have been paid out of the 99 pensioners.

In April 2026, new legislation was created to provide more options for deceased fire fighters' families. DB will get back in touch with the tracing company previously used, to start to liaise with these families and discuss their options.

We had 390 in Scope, of which 130 people have not responded to the expression of interest (i.e. no response). A final reminder will be sent to these. Of those we have sent statements to, 80% have responded.

7 Breaches Register
For information/review

No new items since last meeting.

DB will put an update on breaches register.

8 Register of Internal Disputes
For information

We have 2 Stage 2 IDRPs applications to go to the Hearings Panel. Both are remedy payments.

9 Pensions Dashboards
For information/discussion

No updates since last meeting. Still waiting for the 'go live' date for public dashboard.

HS confirms they're connected to all clients now.

10 Scheme Manager Decision
For information

No report provided and no changes.

11 Applications of Discretions
For information

No report provided and no changes.

12 Pension Board Risk Register
For information/review

JC suggested a review of risks following the update from WYPF that there are less annual benefit and remedial service statements outstanding.

13 Any Other Business

AON has provided additional costs for training. They also provide a tool for assessment of the board against the TPR general code. DB could create a similar tool in house, but consideration needs to be given by scheme manager as to whether to buy in the tool from AON or another provider.

Need to consider this at board level.

All to read AON documentation provided on Teams channel.

A compliment has been passed to DB from a customer, regarding a WYPF customer conversation. Said client was very happy with service and thought WYPF was very sensitive in their approach. DB wanted to pass this positive comment to WYPS and HS will pass the compliments to all staff.

All board members are happy for MM to continue to be the chair of Pensions board.

Employee representatives

MM discussed there has been quite a few negative comments provided directly to DB which are causing an unsettling atmosphere. RC to discuss outside of meeting.

Close of meeting: 10.50am

Next Meeting

4 August 2026