

National LGPS Technical Group minutes

29 September 2023

The National Local Government Pension Scheme (LGPS) Technical Group is a member of the Local Government Pensions Committee.

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1. Meeting documents

The majority of the [documents for this meeting](#) were contained in a single PDF. The following documents were also discussed but are not for publication:

- AVCs and dashboards report
- draft pensions dashboards connection guide
- draft administration key performance indicators.

No further hyperlinks to any documents are contained elsewhere in the minutes.

2. Date and time of meeting

The meeting started at 11.00am and finished at 2.00pm on the 29 September 2023.

3. Venue

The meeting was held at Hymans - One London Wall London EC2Y 5EA.

4. Attendees and apologies for absence

Attendees

1. Kevin Gerard (Chairman) - Welsh Pension Officer Group
2. Joanne Griffiths - Welsh Pension Officer Group
3. Ian Howe (Deputy Chairman) - East Midlands Pension Officer Group
4. Phil Drury - East Midlands Pension Officer Group
5. Heather Chambers – Northeast Pension Officer Forum
6. Karen Gibson - Southwest Area Pension Officer Group
7. Emma Sanders - Southwest Area Pension Officer Group
8. David Kellond- Southern Area Pension Officer Group
9. Sandy Armstrong - Southern Area Pension Officer Group
10. Louise Savage - Southeast Counties Superannuation Officer Group
11. Joel Ellner - Southeast Counties Superannuation Officer Group
12. Richard Smythe - London Pension Officer Group
13. Martin Doyle - London Pension Officer Group
14. Vicky Jenks - Shrewsbury Pension Officer Group
15. Zena Kee - Northern Ireland Local Government Officers' Superannuation Committee
16. Alan Wareham – Department for Levelling Up, Housing and Communities
17. Craig Finlay - Scottish Public Pension Agency
18. William Dobbin - Department for Communities (Northern Ireland)

19. Jayne Wiberg - Local Government Association
20. Lorraine Bennett - Local Government Association
21. Steven Moseley (Scotland) – Local Government Association
22. Jeremy Hughes – Scheme Advisory Board England & Wales
23. Claire Hey – Heywood Pension Technologies
24. Martin Slaughter - Capita Experience Pension Solutions
25. Jacob Machin - Civica
26. Dave Friend – Equiniti
27. Gavin Paul - Barnett Waddingham
28. Ian Colvin Actuarial - Hymans Robertson
29. Justine Davies - Price Waterhouse Coopers
30. Catherine Pearce - Aon
31. Jonathan Perera – Mercer
32. Kelly Scotford - Secretariat

Additions

33. Becky Clough – Scheme Advisory Board (England & Wales)
34. Mike Harrison – Civica – Dashboards
35. John Dale – Heywoods - Dashboards

Apologies for absence – with replacements

- Kimberly Linge - Scottish Public Pension Agency replaced by Craig Finlay
- Melanie Durrant - Barnett Waddingham replaced by Gavin Paul
- Kerrie Shields – Civica replaced by Jacob Machin

Apologies for absence – no replacements

- Joanne Donnelly – Local Government Association
- Debbie Sharp - Shrewsbury Pension Officer Group
- Erin Savage - Scottish Pensions Liaison Group

5. Minutes of the last meeting

Item 1 in the meeting documents – highlighted in grey for ease of reading within the meeting documents.

To be agreed

The group agreed the minutes in their entirety.

6. Matters arising from previous minutes

None.

7. Local Government Association (LGA)

Jayne Wiberg discussed bulletin 242 (published on 29 September 2023) took a variety of questions on bulletins 239, 240 and 241. All bulletins can be found in the Bulletin pages of www.lgpsregs.org and www.scotlgpsregs.org.

8. DLUHC update (standing agenda item)

Alan Wareham provided an update (item 2 in the meeting documents), on behalf of the Department for Levelling Up, Housing and Communities (DLUHC).

9. DLUHC update on recommendations and queries raised by the group (standing agenda item)

Updates from DLUHC were required on the following recommendations and queries raised by the group – see item 3 in the meeting documents:

- **removing the five year limit on the payment of 2014 refunds**

DLUHC to confirm number of 2014 deferred refunds where the member left active membership of the scheme before 1 June 2019 – as provided by administering authorities.

Update from DLUHC on 29 September 2023

Contained in meeting documents.

- **forfeiture policy change**

Update from DLUHC on 29 September 2023

Contained in meeting documents.

- **aggregation and concurrency**

Update from DLUHC on 29 September 2023

Contained in meeting documents.

- **additional voluntary contributions (AVCs) used to purchase additional pension**

Update from DLUHC on 29 September 2023

Contained in meeting documents.

- **qualifying recognised overseas pension scheme (QROPS) transfer in**

DLUHC to confirm the number of QROPS transfers in that have been declined / placed on hold until the regulations are amended – as provided by administering authorities.

Update from DLUHC on 29 September 2023

Contained in meeting documents.

10. SPPA update (standing agenda item)

Update not provided by 15 September 2023.

11. DfC update (standing agenda item)

Update not provided by 15 September 2023.

12. LGPS England & Wales Scheme Advisory Board update (standing agenda item)

Becky Clough provided a verbal update on behalf of the Scheme Advisory Board (SAB) in England & Wales.

Group discussion

The group raised a question concerning as to whether the SAB were still planning to look at undertaking a piece on workforce strategy. Becky confirmed that although this is not a key proposal, it's still in the planning and is likely to be included in non-statutory guidance.

13. Pensions Dashboards (standing agenda item)

Administering authority survey

No survey was sent to administering authorities during the summer of 2023 due to school holidays resulting in low participation. The next survey will be sent to pensions managers week commencing 23 October 2023 closing on 24 November 2023. When issued the survey will be revised to take account of the programme reset.

Quarterly feedback from software suppliers

Updates (item 8 in the meeting documents) were provided from the following software providers detailing where they are in their development and support of the pensions dashboards.

- Heywoods – received on 21 August 2023
- Civica – not provided – Mike Harrison provided update on the day
- Equiniti – received on 14 September 2023
- Capita – received on 14 September 2023.

14. Pensions Dashboards – AVCs

Further to the discussion at the last meeting on 9 June 2023, Jayne Wiberg provided a report to the group on 23 August 2023 on AVCs and dashboards.

The report looks at the issues associated with providing AVC view data to dashboards and provides updates from six AVC providers. It should be read in conjunction with the draft Pensions Dashboards connection guide for LGPS administering authorities produced by the Local Government Association which accompanied this report.

The purpose of the report is to:

- decide how to go about looking at the matters to consider
- look at making recommendations to authorities to achieve a consistency of approach when providing AVC view data to dashboards across Local Government Pension Schemes.

The report recommends:

- setting up a National LGPS Technical Group sub-group to take this project forward
- group members to contact each administering authority within their POGs to obtain the necessary AVC numbers.

Group discussion

The software providers, largely John Dale from Heywoods, talked through the issues surrounding AVCs and dashboards. There were a variety of questions on this subject raised by the group.

Group agreement

The group agreed:

- to set up a National LGPS Technical Group sub-group to take this project forward, comprising of Ian Howe - Chair, Jayne Wiberg – LGA and secretariat support, Zena Kee – Northern Ireland, and West Yorkshire Pension Fund – Jayne to contact West Yorkshire to see if they would be willing to join the group
- that group members will contact each administering authority within their POGs to obtain the necessary AVC numbers – Jayne Wiberg to send email to the group setting out requirements.

15. McCloud remedy (standing agenda item)

Administering authority survey

No survey was sent to administering authorities during the summer of 2023 due to school holidays resulting in low participation. The next survey will be sent to pensions managers week commencing 23 October 2023 closing on 25 November 2023.

16. McCloud – update from LGA

Lorraine Bennett provided a verbal update with regards to the latest position on regulations, guidance, resources and implementation.

Group discussion

The software providers shared with the group as to where they are in implementing McCloud to their systems. Some providers are further on than others.

A question arose about communicating to members as to whether they qualify for McCloud – ‘no’ - if ‘no’ why?, ‘yes’ - if ‘yes’ why? Lorraine confirmed there is an expectation that administering authorities should confirm to the member (1) if they qualify for an underpin (2) if they do, is anything payable?

17. Prudential AVCs (Standing agenda item)

The next meeting between the National LGPS sub-group and Prudential will take place on 18 October 2023. An update will be provided at the National LGPS Technical group meeting of 8 December 2023.

18. Transfer out process

At the meeting of 10 March 2023 the group agreed that Jayne Wiberg would draft the transfer out process where the member holds more than one deferred benefit. Jayne distributed the draft process to standing members of the group on 25 April 2023 who provided comments.

Update from Jayne Wiberg

Since the last meeting on 9 June 2023, the new process has been inserted into the non-club transfer out guide (version 3.0). Questions raised by the responders have been answered and their comments taken into account. This will be published at the same time as the new deferred member transfer pack. This has also been adjusted to reflect multiple deferred benefits and is very close to publication. Delays are due to resources and McCloud.

19. Query: E-ticks for interfund adjustments

See item 11 in meeting documents.

At the meeting of the 9 June 2023, the group agreed to discuss IFA elections by way of online portals, with the addition of a generic statement (see below) to be added to the screen print with their regional POGs and confirm at this meeting their agreement or otherwise.

Generic statement supplied by Emma Sanders

“I wish to elect to transfer my previous Local Government Pension Scheme membership with XXXXX pension fund relating to my employment with XXXX as a XXXX for the period XX/XX/XXXX to XX/XX/XXXX (if you have more than one period, please provide details for all the membership you wish to transfer)’ by ticking the box on this on-line form you are consenting to the transfer. Date : XX/XX/XXXX”

Group agreement

The group agreed in their entirety that IFA elections by way of online portals, with the addition of a generic statement should be accepted.

20. Apprenticeships and qualifications

On 27 July 2023 Lisa Clarkson emailed administering authorities with the LGA proposal for assisting administering authorities access relevant pension administration apprenticeships. See item 12 of the meeting documents.

Administering authorities were asked to complete a survey on the proposal that closed on 25 August 2023.

Update from LGA

Lorraine Bennett provided a verbal update with regards to the latest position on regulations, guidance, resources and implementation. See [bulletin 242](#) for full update.

21. Annual Report Guidance

The Scheme Advisory Board's (SAB) Compliance and Reporting Committee has a workstream in place to update the 2019 statutory guidance entitled 'Preparing the Annual Report' that was produced by CIPFA. At the last meeting in June 2023, volunteers from the National LGPS Technical Group and Pension Officer Groups were invited to provide feedback on the tables listed in annex 2 of the current guidance.

In total, nine funds volunteered and have met with the SAB secretariat team to provide feedback on how the current guidance could be developed. Based on this feedback, the key performance indicator (KPI) tables proposed to replace annex 2 in the current guidance have been shared by email with the group – accompanies the agenda. The wider administration reporting, which covers membership, employers and commentary on in-year activities and value for money statement, are not proposed to change from the current guidance.

Some of the new KPI s might not be currently reportable by all funds so compliance will be discretionary, but feedback indicated that by including them in the guidance this would help funds develop these areas in the future. The KPI s have been expanded to report the number of queries dealt with by funds and spotlight the engagement work undertaken by funds in addition to actual casework. Work is still required in some areas to create further guidance notes to assist funds when reporting the KPI s and feedback is welcome on the content and any other general comments about the KPI s proposed. It should also be noted that the timescales of 'fund KPI s' have remained unaltered as there wasn't a consensus on required changes and the legal timeframe quoted in the current guidance is being checked.

Becky Clough gave an update on developments from the last meeting. Nine funds volunteered their time. Becky met individually with each fund and obtained some really good feedback. From that feedback a new table was developed and accompanied the agenda. This guidance will be discretionary but SAB encourage all

funds to be consistent and adopt the process. DLUHC & SAB would like it to apply to 2023 / 2024 data.

Group discussion

The group discussed the proposed changes and there were a number of concerns. Largely around whether all administering authorities had had the opportunity to voice their thoughts.

The chair suggested the matter should be discussed at regional POGS the following week and also at the Pensions Managers conference in Torquay.

Group agreement

The group agreed that the changes to the KPIs should be discussed at regional POGs and the outcome fed back to the group in December 2023. The chair would also contact Pat Luscombe regarding Torquay.

22. LGA technical queries (standing agenda item)

All [LGA technical queries](#) with DLUHC can be found on the 'technical group minutes' page of www.lgpsregs.org. The latest version is dated 21 March 2023.

All [LGA technical queries](#) with SPPA can be found on the 'technical group minutes' page of www.scotlgpsregs.org. The latest version is dated 4 May 2022.

To note.

23. LGA GAD queries (standing agenda item)

All LGA GAD queries for England & Wales can be found on the Actuarial guidance page of www.lgpsregs.org. The latest version is dated 6 April 2022.

All LGA GAD queries for Scotland can be found on the Actuarial guidance page of www.scotlgpsregs.org. The latest version is dated 6 April 2022.

To note.

24. Historical decisions (standing agenda item)

All [recommendations / agreements / outcome of decisions](#) made by the National LGPS Technical Group from 1 April 2014 to date can be found on the 'technical group minutes' page of www.lgpsregs.org and www.scotlgps.org.

To note.

25. Recommendations - SAB England and Wales (standing agenda item)

[Recommendations](#) made to the SAB England and Wales from April 2014 to date can be found on the 'technical group minutes' page of www.lgpsregs.org and www.scotlgps.org.

See update from DLUHC [agenda item 9](#) for further information.

To note.

26. Group membership (standing agenda item)

The current list of [group membership](#) can be found on the 'technical group minutes' page of www.lgpsregs.org and www.scotlgps.org.

- Liz Vollans will no longer be attending the group on behalf of NEPOF. NEPOF will confirm her replacement before the December 2023 meeting.

To note.

27. Any other business (standing agenda item)

To be provided to the chair before the meeting.

28. Dates of 2023 meeting (standing agenda item)

Where the meeting is hybrid, the chair strongly encourages all members to attend in person.

8 December 2023 – Entirely in person

- 11.00 till 14.00 (coffee from 10.30)
- AON - The Leadenhall Building, 122 Leadenhall Street, London, EC3V 4AN

New agenda items, updates for existing agenda items and updates from Government Departments for meeting of 8 December 2023 to be supplied to jayne.wiberg@local.gov.uk LGA by no later than 12 noon on 23 November 2023 using the [blank template for 2023 agenda items](#).

If you wish to use acronyms in an agenda item, make sure to explain what they mean within the document before using throughout.

29. Dates of 2024 meetings (standing agenda item)

Where the meeting is hybrid, the chair strongly encourages all members to attend in person.

8 March 2024 – Hybrid

- 11.00 till 14.00 (coffee from 10.30)
- Hymans

New agenda items, updates for existing agenda items and updates from Government Departments to be supplied to jayne.wiberg@local.gov.uk LGA by no later than 12 noon on 21 February 2024 using the blank agenda template.

If you wish to use acronyms in an agenda item, make sure to explain what they mean within the document before using throughout.

7 June 2024 – Entirely in person

- 11.00 till 14.00 (coffee from 10.30)
- Mercer

New agenda items, updates for existing agenda items and updates from Government Departments to be supplied to jayne.wiberg@local.gov.uk LGA by no later than 12 noon on 22 May 2024 using the blank agenda template.

If you wish to use acronyms in an agenda item, make sure to explain what they mean within the document before using throughout.

4 October 2024 – Hybrid

- 11.00 till 14.00 (coffee from 10.30)
- TBC

New agenda items, updates for existing agenda items and updates from Government Departments to be supplied to jayne.wiberg@local.gov.uk LGA by no later than 12 noon on 20 September 2024 using the blank agenda template.

If you wish to use acronyms in an agenda item, make sure to explain what they mean within the document before using throughout.

6 December 2024 – Entirely in person

- 11.00 till 14.00 (coffee from 10.30)

- Aon - The Leadenhall Building, 122 Leadenhall Street, London, EC3V 4AN

New agenda items, updates for existing agenda items and updates from Government Departments to be supplied to jayne.wiberg@local.gov.uk LGA by no later than 12 noon on 20 November 2024 using the blank agenda template.

If you wish to use acronyms in an agenda item, make sure to explain what they mean within the document before using throughout.