



Agenda

Meeting Pension Board

To: David Portlock (Independent Chair – non-voting).

Scheme Member Representatives – Eddie Brass, David Houlgate, Simon Purcell and Sam Thompson.

Employer Representatives – Councillor Steve Watson (NYC), Councillor Martin Rowley BEM (CoYC), Andrew Robinson and Emma Barbery.

Date: Thursday, 2 April 2026

Time: 10.00 am

Venue: Brierley Room - County Hall

Business

1. **Welcome by the Chair**
2. **Apologies for absence**
3. **Declarations of interest**

4. **Exclusion of the public**

Members are recommended to exclude the public from the meeting during consideration of each of the items of business listed in column 1 of the following table on the grounds that they each involve the likely disclosure of exempt information as defined in the paragraph(s) specified in column 2 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information)(Variation) Order 2006.

Item number on the agenda	Paragraph Number
Item 8b	3
Item 14	3

5a **Minutes of the meeting held on 15 January 2026** (Pages 5 - 12)

5b **Progress on issues raised at previous meetings** (Pages 13 - 14)

6. **Public questions and statements**

Members of the public may ask questions or make statements at this meeting if they have given notice and provided the text to Democratic Services (DemocraticServices.Central@northyorks.gov.uk) no later than midday on Monday, 30

March 2026, three working days before the meeting takes place. Each speaker should limit themselves to 3 minutes on any item. Each speaker should limit themselves to three minutes on any item.

If you are exercising your right to speak at this meeting, but do not wish to be recorded, please inform the Chair who will instruct anyone who may be taking a recording to cease while you speak.

7. **Annual discussion with the Treasurer of the Pension Fund**
- 8a **Draft minutes of the Pension Fund Committee meeting held on 6 March 2026** (To Follow)
- 8b **Draft confidential minutes of the Pension Fund Committee meeting held on 6 March 2026** (To Follow)
9. **Pension Fund Administration Report** (Pages 15 - 58)
10. **Internal Audit Progress Report** (Pages 59 - 64)
11. **Internal Audit 2026/27 Audit Plan** (Pages 65 - 70)
12. **Training** (Pages 71 - 72)
13. **Work programme** (Pages 73 - 76)
14. **Investment Pooling and Governance Arrangements** (Pages 77 - 90)
15. **Any other items**
16. **Date of next meeting**
Thursday, 2 July 2026 at 10:00am.

Members of the public are entitled to attend this meeting as observers for all those items taken in open session. You may be interested in [subscribing to updates](#) about this or any other North Yorkshire Council committee.

Recording is allowed at Council, committee and sub-committee meetings which are open to the public. Please give due regard to the Council's protocol on audio/visual recording and photography at public meetings. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive.

Anyone wishing to record is asked to contact the Democratic Services Officer (details below) prior to the start of the meeting.

Contact Details

For enquiries relating to this agenda and meeting please contact:

David Smith, Senior Democratic Services Officer

E-mail: David.Smith1@northyorks.gov.uk

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Barry Khan
Assistant Chief Executive
Legal and Democratic Services

County Hall
Northallerton

Wednesday, 25 March 2026

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North Yorkshire Council

Pension Board

Minutes of the meeting held at County Hall, Northallerton on Thursday, 15 January 2026 commencing at 10.00 am.

Present:

Mr David Portlock (Independent Chair)

Employer Representatives:

Emma Barbery (Askham Bryan College)

Andrew Robinson (Ebor Academy Trust)

Scheme Members:

David Houlgate (Unison Retired Member)

Simon Purcell (Unison)

Sam Thompson (Active Member)

Officers:

Phillippa Cockerill, Head of Pensions Administration; Tom Morrison, Head of Investments; Qingzi Bu, Senior Accountant; Jo Foster-Wade, Pension Employer Relationship Manager; Amanda Jones, Pension Employer Relationship Officer; Stuart Cutts, Assistant Director – Audit Assurance (Veritau); and David Smith, Senior Democratic Services Officer.

Copies of all documents considered are in the Minute Book

144 Welcome by the Chair

The Chair welcomed all attendees to the meeting, wishing everybody a successful 2026.

145 Apologies for absence

Apologies for absence were received from Councillor Steve Watson, Councillor Martin Rowley and Eddie Brass.

146 Declarations of interest

There were no declarations of interest.

147 Exclusion of the public

The Chair advised that, should discussion be required in respect of Item 5b, the Board would be required to resolve whether to exclude the public.

148a Minutes of the Pension Board meeting held on 23 October 2025

It was noted that Minute 138 should record that 106 Annual Benefit Statements had not been issued, rather than the 160 stated on page 7 of the agenda papers. The Senior Democratic Services Officer confirmed that the minutes would be amended accordingly.

It was noted that under Minute 144, the minutes should formally record the Board's thanks to Steve Loach for his support over the years.

Resolved

That, subject to the amendments referred to above, the minutes of the meeting held on 23 October 2025 be confirmed as a correct record and signed by the Chair.

148b Confidential minutes of the Pension Board meeting held on 23 October 2025

Resolved

That the confidential minutes of the meeting held on 23 October 2025 be confirmed as a correct record and signed by the Chair.

148c Progress on issues raised by the Board

The Chair introduced the item and advised that the action arising from Minute 110 would be considered under Item 11 on the agenda, Internal Audit – Progress Report 2025/26, and that the action arising from Minute 113 would be considered under Item 14, Training. The Chair further clarified that no further action was required in respect of Minute 124.

In relation to Minute 128, it was queried whether the 'Fit for the Future' proposals for the Local Government Pension Scheme required the appointment of an independent observer. It was noted that independent observers had been used to carry out periodic governance reviews to provide assurance but this had not been a statutory requirement. Under the new legislation, an independent governance review would be required every three years, and a suitable appointment would need to be made for this.

Regarding the appointment of an independent advisor, it was noted that the process would involve the development of a role specification and a decision on the recruitment approach. Members discussed the potentially limited pool of candidates and the challenges this could present, particularly given that consultancy firms undertaking the independent advisor role would be precluded from providing other services, such as actuarial or valuation work. It was further noted that the independent advisor would be required to be in post by 1 October 2026, and that all funds would be seeking to recruit from the same market. Concerns regarding the potential difficulty of recruiting to the role were noted, and Members discussed the risks, mitigations and consequences of not filling the position. Officers confirmed that, notwithstanding the proposed new requirements, the Fund currently had strong governance arrangements and access to appropriate advice, and therefore no significant risk was anticipated.

It was agreed that the action relating to Minute 128 could be removed from the table.

In addition to the above, Tom Morrison, Head of Investments, provided an update on the proposed expansion of the Border to Coast Pensions Partnership (BCPP). It was explained that agreement in principle had been given by the existing partner funds to expand from 1 April 2026 and that it was expected that the Partnership will expand to 18 funds, representing approximately £110 billion in assets and around 2 million members.

Work is ongoing to update documentation, and discussions are taking place regarding the transition of the new funds.

Members were also advised that BCPP was expanding its capabilities as an investment pooling organisation, including the development of its capability to provide investment advice. Members queried the Government's expectation that, from 1 April, investment advice would be provided by pools and that LGPS funds would not need to obtain advice from elsewhere. In response, it was explained that while pools are expected to provide advisory capability from that date, BCPP did not yet have a full advisory team and therefore some advisory capability would be available by April, but that it would take a few years for the function to be fully developed. It was noted that BCPP is likely to be further advanced than most other pooling arrangements.

Finally, Simon Purcell reported that he was now the regional representative for Unison.

Resolved

That the report and issues discussed are noted.

149 Public questions and statements

No public questions or statements were received.

150 Draft Minutes of the Pension Fund Committee meeting held on 21 November 2025

Resolved

That the draft minutes of the Pension Fund Committee (PFC) meeting held on 21 November 2025 be noted.

151 Review of the Terms of Reference

The Chair introduced the annual review of the Terms of Reference.

An amendment to the 'Reporting Breaches' section was suggested to reflect that the draft Code of Practice 14 had been superseded by the Pensions Regulator (TPR) General Code of Practice.

It was queried whether the Terms of Reference reflected that Pension Board members could resign before the completion of their four-year term. Reference was made to a previous discussion at which this flexibility had been agreed, however, it was noted that the current wording appeared to suggest that resignation was only possible at the end of the four-year term. It was confirmed that this provision had been included within the Constitution, and that it should also be reflected in the Terms of Reference.

Resolved

That the above minor amendments be made to the Terms of Reference.

152 Administration Report

Phillippa Cockerill, Head of Pensions Administration, presented the report and provided updates on the following areas.

Annual Benefit Statements

It was reported that the 2025 Annual Benefit Statements had been completed and that work had commenced on the 2026 statements. Members were informed that a new member platform was due to go live, enabling benefit statement information to be viewed online in a better format, with options available for PDF download and paper statements. It was confirmed that online benefit statements satisfy regulatory requirements.

Triennial Valuation

It was reported that the triennial valuation process was nearing completion, with the consultation period for the final group of employers due to close on 3 February. Final contribution rates would then be certified and published by 31 March.

Members were informed that there had been no significant pushback from employers, only reasonable and constructive queries. It was further reported that one small employer and one larger employer had opted to pay more than the required contribution rate, primarily for accounting and budgeting reasons to smooth future contributions. This was noted as a positive outcome of the valuation.

TPR General Code of Practice

It was reported that the Pensions Regulator's General Code of Practice was now considered business as usual and would be incorporated into the annual governance review. A report would be presented to the June meeting of the PFC and to a future meeting of the Pension Board.

McCloud

It was reported that work on McCloud implementation is continuing. Of approximately 450 cases where an underpin adjustment was due, 107 had been processed, including arrears and interest payments. The backlog was expected to be cleared by the summer, after which deaths and transfers would be processed.

It was clarified that the total of approximately 450 underpin cases related to a wider pensioner population of around 30,000. It was also confirmed that the minimum underpin payment was £0.01. For payments below £10, members would not be contacted due to postage costs, however, records would be updated and arrears and interest would still be paid.

Pensions Dashboard

Members were advised that the dashboard (MoneyHelper) was expected to go live in 2027. Officers had been advised that they would receive six months' notice prior to launch and that further testing was expected to begin in the summer.

Data Scores

Data scores for 2025 were reported to be in the 90s, with ongoing data-cleansing work. A query was raised regarding the slight reduction in the score. In response, it was explained that this was due to the use of a more detailed valuation data extract, which had enabled deeper analysis and the identification of additional items for correction.

LGPC Bulletins

It was reported that actions arising from LGPC Bulletins were up to date, although a number of regulatory changes were anticipated from April.

Pension Board Knowledge and Skills Assessment

The forthcoming Knowledge and Skills Assessment would be considered under the Training item.

Business Plan

It was reported that an update to the Business Plan was scheduled to be presented to the PFC in March and to the Pension Board thereafter.

Resolved

That the report and breaches log is noted.

153 Pension Fund Risk Register

Phillippa Cockerill, Head of Pensions Administration, presented the report and highlighted that the Solvency and Investment risks had improved, with all other risks remaining at the same level. It was confirmed that the Risk Register would be reported to the next meeting of the PFC in March, due to an adjustment to the review timetable.

A query was raised regarding the definition of 'adequate performance level' in RPF 12. Officers explained that this generally referred to achieving overall benchmark levels. It was suggested that the definition might benefit from being more specific, for example by linking it to the discount rate, and officers agreed to consider this refinement in future updates.

Further clarification was sought on RPF 6 and the rationale for reducing the target risk score from 8 to 6, given previous references to resource pressures. Officers expressed confidence in the revised score, citing successful succession planning and recent recruitment to key roles.

Resolved

That the Pension Fund Risk Register be noted.

154 Internal Audit - Progress Report 2025/26

Stuart Cutts, Assistant Director – Audit Assurance, presented the report and confirmed that the Risk Management audit had been completed and would be considered under the next item. He also reported that the Income (Contributions) audit was scheduled for Quarter 4, and that work on the Role of the Governing Body audit was expected to begin in April 2026. It was noted that internal audit activity continued to be aligned with the Pensions Regulator's guidance on Effective Systems of Governance (ESOG).

A query was raised regarding the timing of the Role of the Governing Body audit, as it appeared this work would fall into the 2026/27 financial year. In response, it was explained that while the intention was to complete one audit per quarter, priorities and resourcing sometimes required audits to roll forward. Members were informed that the Role of the Governing Body audit would examine governance structures and member knowledge.

It was confirmed that an outline audit programme for 2026/27 would be presented at the April meeting and would include the Role of the Governing Body audit together with three additional audits. Officers commented that, given the recent introduction of the General Code of Practice and the fact that officers had self-assessed against it, this would be a valuable area for audit focus to provide independent assurance.

Resolved

That the Internal Audit Progress Report be noted.

155 Internal Audit - Risk Management Audit Report

Stuart Cutts, Assistant Director – Audit Assurance, presented the completed audit report on Risk Management. He reported that a substantial assurance opinion had been given, with one moderate finding, which officers had accepted.

A query was raised regarding whether the Fund had a formal document setting out its risk appetite and tolerance across different areas. In response, officers explained that while there was no standalone document, risk appetite was implicitly incorporated into individual work areas without being formally documented.

A query was raised regarding the moderate finding on risk management training for PFC members. Officers reported that Councillors receive general corporate risk management training, but that pension-specific training might be beneficial, despite not being explicitly required. It was suggested that a session could be delivered as part of a pre-meeting workshop. Concern was raised that Councillors don't have to be trained in order to act as a substitute on the PFC.

It was also noted that officers would continue to signpost members to the online training resources.

Resolved

That the Internal Audit Risk Management Report be noted.

156 Budget, Cashflow and Annual Report

Qingzi Bu, Senior Accountant, introduced the report, informing the Board that for Quarter 1, the cost of running the Pension Fund showed no variance against budget. Quarter 2 showed a small underspend variance of 0.3%, attributable to lower investment performance fees arising from in-quarter rebalancing activity. Members were advised that the three-year cashflow forecasts would be updated once employer contribution rates were confirmed following the valuation. Initial estimates suggested a reduction in cashflow of approximately £40 million although some employers had elected to pay contributions above the required level and the actual impact was therefore expected to be lower. Finally, it was reported that the North Yorkshire Council audit was still ongoing, due to additional work being undertaken by the auditor Mazars in relation to harbour accounts. As the Council is the administering authority, the Pension Fund accounts could not be signed off until the matter is resolved. Members were advised that completion by the backstop date is expected.

A query was raised regarding the reference to 'short tenure' in relation to Mazars. Officers clarified that this referred to Mazars being in their second year of auditing the accounts, rather than indicating that their contract was short or due to end. Some of the issues being experienced were linked to Local Government Reorganisation and to wider audit challenges affecting councils nationally.

Members queried whether the ongoing delays would affect the timetable for the 2025/26 accounts. Officers confirmed that audit planning would commence shortly and expected that the process would return to normal following the current year. It was reiterated that no issues had been identified with the Pension Fund accounts, but that they could not be signed-off until the NYC accounts had been finalised.

Resolved

That the report be noted.

157 Training

Tom Morrison, Head of Investments, introduced the report, recommending that Board and PFC members refresh their knowledge by reviewing modules on the training platform, ideally on a three-year cycle. He also suggested that members consider additional training opportunities.

A query was raised regarding feedback provided at the previous meeting about the quality of earlier online training sessions. Officers confirmed that this feedback had been shared with the provider, who had apologised and advised that similar feedback had been received from other funds. Reassurance was provided that the quality of future training sessions would improve. Dissatisfaction with previous sessions was expressed, with quality of material and a lack of meaningful learning being key concerns.

The Chair noted that the results of the knowledge assessment survey indicated that Board members generally demonstrated a high level of knowledge.

Members queried whether refresher reminders could be built into the training platform, suggesting that a calendar-based reminder system would be useful to prompt periodic refreshers. Officers advised that notifications were issued when content was updated.

Resolved

That the report, availability of the online training package and feedback on the knowledge assessment survey are noted.

158 Work programme

Resolved

That the work programme is noted.

159 Any other items

The Board expressed their thanks to Jo Foster-Wade for her support and guidance over the years and wished her an enjoyable retirement.

160 Date of next meeting

Thursday, 2 April 2026 at 10:00am.

The meeting concluded at 11.35 am.

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North Yorkshire Council

Pension Board

2 April 2026

Progress on issues raised

Report of the Assistant Chief Executive (Legal and Democratic Services)

1.0 Purpose of the report

1.1 To advise Members of the following.

- Progress on issues raised at previous meetings.
- Issues that may have arisen, relating to the work of the Board, since the previous meeting.

2.0 Background

2.1 This report is submitted to each meeting listing the Board's previous resolutions where further information is to be submitted to future meetings. The table below represents the list of issues which were identified at previous Pension Board meetings and which have not yet been resolved.

Date	Minute No and subject	Resolution/Action	Comment/completed
3 April 2025	Minute No.110 – Internal Audit Reports	Audit issues for 2025/26 will be ICT and risk management in quarters 1 and 2, and further discussions would be undertaken with the Board before a decision was made on the issues for quarters 3 and 4.	At the 15 January 2026 meeting, it was confirmed that an audit on Income (Contributions) would start in January 2026 and that an audit on the role of the governing body would start in April 2026. Complete.
3 April 2025	Minute No. 113 - Training	The results of the knowledge assessment undertaken by Members of the Board would be fed back shortly	The results of the knowledge assessment were provided at the 15 January 2026 meeting and it was determined that Board members generally demonstrated a high level of knowledge. Complete.
15 January 2026	Minute No. 151 – Review of the Terms of Reference	Two amendments to the Terms of Reference presented in the papers were suggested.	These amendments have been made and are now reflected in the NYC Constitution and on the NYPF website. Complete.

15 January 2026	Minute No. 154 – Internal Audit Progress Report 2025/26	An outline audit programme for 2026/27 to be presented to the Board. An audit on adherence to the General Code of Practice was suggested.	The 2026/27 audit programme will be reviewed at the 2 April 2026 meeting. Complete.
15 January 2026	Minute No. 155 – Internal Audit Risk Management Audit Report	Arising out of a moderate finding on risk management training for PFC members, a suggestion was made to deliver this as part of a pre-meeting workshop.	Whilst all Councillors receive risk management training, it has been agreed that a pre-scheduled workshop date, expected to be in June 2027, will provide risk management training to PFC members. This allows time for the publication of the 'Fit for the Future' guidance and for the May 2027 North Yorkshire Council elections to conclude.

3.0 Recommendation

3.1 That the report be noted and further action be undertaken where required.

Background Documents – None

Barry Khan
Assistant Chief Executive (Legal and Democratic Services)
County Hall
Northallerton

Report Author – David Smith, Senior Democratic Services Officer

20 March 2026

North Yorkshire Council

Pension Board

2 April 2026

Administration Report

1. Purpose of the Report

To provide Pension Board members with an update on key initiatives undertaken by the administration team of the North Yorkshire Pension Fund (NYPF).

2. Pension Fund Committee paper

Included for information at **Appendix 1** is the covering paper and appendices provided to the Pension Fund Committee (PFC) for their March 2026 meeting.

3. Breaches Log

Included at **Appendix 2** is the NYPF's Breaches Log for review. There are no new entries to report.

4. Annual Benefit Statements

Preparatory work has started for the 2026 statement exercise.

5. Major Projects

Triennial Valuation

The 2025 triennial valuation is now complete with the rates and adjustments certificate published and employers notified of the correct contribution rates to use for the next three years.

McCloud

Progression of the payment of uplifted benefits continues with 164 of the 247 members identified having now been paid. It is anticipated this stage will be completed by June with the final stages being completed by the end of 2026.

6. The Pensions Regulator's PSPS Governance and Administration survey 2025-26

The Pensions Regulator (TPR) issues surveys regularly and this year the focus was around governance and administration arrangements. The survey was completed online on 29 January with assistance from the Chair of the Pensions Board and Officers. There were no areas of concern identified following completion, and we are waiting feedback from TPR.

7. Business Plan and Budget 2026/27

The updated business plan and budget for the 2026/27 scheme year was approved at the Pension Fund Committee meeting on 1 March 2024 and is attached at **Appendix 3**.

8. LGPC Bulletins

The LGPC regularly issues bulletins, which can include actions for administering authorities. The NYPF reviews every bulletin and logs any actions highlighted. A log of the actions is included at **Appendix 4** to enable Pension Board Members to ensure appropriate activities are being undertaken

9. Recommendation

9.1. That Pension Board Members note the contents of this report.

9.2. That Pension Board Members note the contents of the Breaches Log

Phillippa Cockerill
Head of Pensions Administration
County Hall
Northallerton

25 March 2026
Background Papers - Nil

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North Yorkshire Council

Pension Fund Committee

6 March 2026

Administration Report

Report of the Treasurer

1. Purpose of the Report

- 1.1. To provide Members with information relating to the administration of the Fund in the quarter and to provide an update on key issues and initiatives which impact the administration team.

2. Admission Agreements & New Academies

- 2.1. The latest position relating to admission agreements and academy conversions is shown in **Appendix 1**.

3. Administration**3.1. Membership Statistics**

Membership Category	At 30/09/2025	+/- Change (%)	At 31/12/2025
Active	29,897	+2.25%	30,585
Deferred	38,520	-0.09%	38,486
Pensioner (incl spouse & dependant members)	34,153	+1.23%	34,578
Total	102,570		103,649

3.2. Throughput Statistics

- Period from 1 October 2025 to 31 December 2025

Case type	Cases Outstanding at Start	New Cases	Cases Closed	Cases Outstanding at End
Transfer In quotes	6	28	26	8
Transfer Out quotes	26	126	137	15
Employer & employee estimates	131	700	629	202
Retirement quotes	50	439	448	41
Preserved benefits	1,471	4,104	3,816	1,759
Death in payment or in service	177	452	480	149
Refunds	120	326	291	155
Actual retirement procedure	585	851	1,036	400
Interfund transfers	673	1,180	1,053	800
Aggregate member records	67	326	306	87
Others	427	2,712	2,813	326
Total Cases	3,733	11,244	11,035	3,942

- As well as processing the above cases, the Pensions team also handled 1,773 phone calls (average 37 per working day) in the quarter.

3.3. Performance Statistics

- The performance figures for the period 1 October 2025 to 31 December 2025 are as follows:

Performance Indicator	Target in period	Achieved
Measured work completed within target	98%	96%
Customers surveyed ranking service good or excellent	94%	99%
Increase numbers of registered self-service users by 700 per quarter (total registered users 58,370)	700	1,541

- We continue to focus on completing all our work within target and encouraging sign up for member self-service.

3.4. Commendations and Complaints

- This quarter the following commendations and complaints were received:

Commendations

Date	Number	Summary
Oct	4	The team are superb Fantastic customer service
Nov	1	NYPF stands head and shoulders above everyone
Dec	1	Members of staff were knowledgeable, polite, friendly and professional

Complaints

Date	Number	Summary
Oct	2	Admin – complaint about reduction in benefits at retirement due to data being incorrect IHER – complaint against employer for declining ill health application
Nov	1	IHER – complaint about pay provided by the employer for pension calculation
Dec	0	

- The complaint categories are:
 - Admin - these can relate to errors in calculations, delays in processing and making payment of benefits.
 - Regs - these relate to a complaint where regulations prevent the member being able to do what they want to.
 - IHER - these are where members have been declined for early retirement on the grounds of ill health and are appealing the decision through the Internal Disputes Resolution Procedure.

Lessons Learned

Having reviewed the complaints received in the period there were no patterns identified requiring further attention. However, an audit and cleanse is underway to ensure any historic data that is used for calculation of CARE benefits is accurate.

3.5. **Annual Benefit Statements 2026**

Work has now finished on the 2025 annual benefit statement exercise, and we have commenced preparatory work for the 2026 exercise. Following the launch of the new member self-service portal in January the benefit statements will now be displayed on screen. Members can download a PDF version if they want and any member that wants a paper copy will continue to be provided with one.

3.6. **Breaches Log**

Included at **Appendix 2** is the North Yorkshire Pension Fund's Breaches Log for review. There are no new entries this quarter.

4. **Issues and Initiatives**

4.1. **Triennial Valuation**

The 2025 triennial valuation is nearing completion with the Actuary expected to provide the final valuation report and Rates and Adjustments Certificate within the next few days. Employers will be advised of the new rates and payments will be monitored to ensure they are being used.

4.2. **McCloud**

We are working through the rectification phase and have corrected 52 pensioner records to date with a further 193 to pay. These are being phased over a few months, so we have time to update records and add to payroll before each month's payroll cut-off date.

Once these are completed, we will start work on the rectification stage for deceased members and transfers out, of which there are 199 on the initial list.

4.3. **Regulation changes**

Several scheme changes are expected in the early part of this year following the Fit for the Future, Access and Fairness and Access and Protection consultations. As soon as we receive guidance from the Local Government Association, we will create a project team to identify the affected members and make the required changes to benefits.

5. **Member Training**

The Member training record showing the training undertaken up to the end of the relevant quarter is attached as **Appendix 3**.

Please contact David Smith on 01756 706235 or email david.smith1@northyorks.gov.uk with any details of training undertaken or conferences attended, and these will be added to the training record.

Upcoming courses, seminars and conferences available to Members are set out in the schedule attached as **Appendix 4**.

Please contact the team on email pensionfund@northyorks.gov.uk for further information or DemocraticServices.Central@northyorks.gov.uk or david.smith1@northyorks.gov.uk to reserve a place on an event.

6. **Meeting Timetable**

The latest timetable for forthcoming meetings of the Committee is attached as **Appendix 5**.

7. **Recommendations**

8.1 Members to note the contents of the report.

8.2 Members to note the contents of the Breaches Log.

Gary Fielding
Treasurer of North Yorkshire Pension Fund
North Yorkshire Council
County Hall
Northallerton

25 March 2026

Name of School	Local Authority	Multi Academy Trust (MAT) Name	Target Conversion Date	Current Position
Coast & Vale Learning Trust		Merger with Delta Academies Trust	1.9.2025	Complete
Springwater School	NYC	Ascent Academies Trust	1.11.2025	Complete
South York Multi Academy Trust		Merger with STAR Multi Academy Trust to create the Yorkshire Learning Trust	1.9.2025	In progress
Masham CE VA Primary School	NYC	Yorkshire Causeway Schools Trust	1.2.2026	In progress
Hensall Community Primary School	NYC	Pathfinder MAT	1.2.2026	In progress
Embsay CE Primary School	NYC	Yorkshire Causeway Schools Trust	1.4.2026	In progress
Scarow CE Primary School	NYC	Yorkshire Causeway Schools Trust	TBC	Will be progressed nearer the time
Gargrave CE Primary School	NYC	Yorkshire Causeway Schools Trust	TBC	Will be progressed nearer the time
St Barnabas Church of England VC Primary School	COYC	Pathfinder Multi Academy Trust	TBC	Will be progressed when conversion date confirmed
Scarborough Pupil Referral Service	NYC	Possibly with Venn Academy Trust	TBC	Will be progressed when conversion date and academy trust confirmed
Ebor Academy Trust	-	Merger with Nexus Multi Academy Trust	TBC	Will be progressed when merger has been confirmed
Whitby School	NYC	Possibly with Wonder Learning Partnership	TBC	Will be progressed when conversion date and academy trust confirmed
Gladstone Road Primary School	NYC	Possibly with Delta Academies Trust	TBC	Will be progressed when conversion date and academy trust confirmed

Admission Bodies - 3 'in progress'

Name of Employer	Name of Contractor	Staff Transfer Date	Current Position
Pathfinder Multi Academy Trust Chapel Haddlesey Primary School	Hutchison Catering Ltd	19.7.2025	Complete
Excel Learning Trust Knavesmire Primary School	Bulloughs Cleaning Services Ltd	1.10.2025	Complete
Outwood Grange Academies Trust Outwood Academy Ripon	ISS Mediclean	9.8.2025	In progress
North Yorkshire Council Hensall Primary School	Kids Corner Barlow Ltd	1.9.2025	In progress
Northern Star Academies Trust All schools	Aspens Services Limited	1.1.2026	In progress

Exited Employers – 39

Name of Employer	Date exited the Fund
OCS Group UK Limited	31.3.2017
Superclean Services Limited	16.7.2017
Joseph Rowntree Charitable Trust	31.12.2017
York Arts Education (Community Interest Company)	31.3.2018
Be Independent	31.7.2018
Housing & Care 21	31.8.2018
Consultant Cleaners	31.10.2018 (voluntary liquidation)
The Wilberforce Trust	22.3.2019
Dolce Limited	14.4.2019
Schools Plus	30.4.2019
Sewells Facilities Management Limited	21.12.2020
Sheffield International Venues	31.1.2021
Caterservice Ltd	12.2.2021
Enterprise Managed Services Ltd (Amey)	28.2.2021
Streamline Taxis Limited	28.5.2021

Name of Employer	Date exited the Fund
Ringway Infrastructure Services Limited	31.5.2021
Churchill Security Solutions Limited	31.5.2021
Hexagon Care Services Limited	6.8.2021
Sanctuary Housing Association	20.12.2021
Atalian Servest Food Co Limited	31.12.2021
Elite Cleaning and Environmental Services	31.12.2021
4 Site Security Services Limited	11.4.2022
Welcome to Yorkshire	14.4.2022
Lifeways Community Care Limited	31.7.2022
Absolutely Catering Limited	25.7.2023
Atlas Facilities Management Limited	6.10.2023
York Archaeological Trust	31.1.2024
Urbaser Limited	31.3.2024
SBFM Limited	31.3.2024
Northallerton and Romanby Burial Board	31.3.2024
Churchill Contract Services Limited	31.3.2024

Name of Employer	Date exited the Fund
University of Hull	31.5.2024
Synergy FM Limited	14.6.2024
Compass Contract Services (U.K.) Limited	31.8.2024
Inspiring Healthy Lifestyles (Wigan Leisure & Culture Trust)	31.8.2024
Premier Support Services Limited	31.10.2024
Brimhams Active Limited	30.11.2024
Richmondshire Leisure Trust	28.2.2025
Bensley Norse	31.8.2025

Date	Category	Description of Breach	Cause of Breach	Regulation being breached	Effect of Breach & Wider Implications	Response to Breach	Reported to DPO	DPO outcome	Referred to PFC	Referred to PB	Outcome of Referral to PFC & PB	Reported to Regulator
31/08/2017	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Large backlog meant we were unable to establish which category members should fall into at statement date. Year End queries still outstanding at issue date.	Reg 89 of LGPS Regs 2013	85.88% of Active members received a statement = 14.12% did not 94.51% of Deferred members received a statement = 5.49% did not	Large backlog means we do not yet know actual total eligible for a statement. Continue to reduce the backlog with targeted initiatives. Target is to have a controlled work throughput by end 2018. Continue to work through errors & queries & issue ABS' when able to. Introduce monthly returns for our 2 largest employers by end of 2018 so that errors can be identified in real time rather than at year end.			14/09/2017	19/01/2018	Noted the position, no requirement to report. Creation of Breaches Log to record position.	N
08/11/2017	Administration	Statutory deadline for issuing Personal Savings Statements not met for all members	Human error		2 members received statements after the 6/10/2017 deadline. 192 manual calculations undertaken and 56 statements issued. 3.5% of members affected	Statements issued immediately. Process under review by team leader. Checklist created and process will be audited in 2018 to ensure checklist being used and process being robustly followed			22/02/2018	19/01/2018	PB - Noted the position, no requirement to report. PFC - Noted the position, no requirement to report.	N
18/12/2017	Administration	Incorrectly paid trivial commutation to a member who has benefits with another fund and had not commuted those benefits	Human error		Member received benefits he wasn't entitled to. No other member affected. Payment is an unauthorised payment & must be reported to HMRC, resulting in tax liability at 55% for the member & additional tax for the scheme.	As soon as realised payment was unauthorised, informed member and reported to HMRC. Awaiting confirmation of scheme tax liability.			22/02/2018	19/01/2018	PB - Noted the position, no requirement to report. PFC - Noted the position, no requirement to report.	N - Reported to HMRC
31/08/2018	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Year End queries still outstanding at issue date.	Reg 89 of LGPS Regs 2013	86.52% of Active members received a statement = 13.48% did not 99.76% of Deferred members received a statement = 0.24% did not	Backlog has been reduced so in a better position regarding correct eligibility for statements. Significant year end queries (2,399) have impacted statement production. Ers being chased for response. Continue to work through errors & queries & issue ABS' when able to. Viability of monthly returns being investigated			22/11/2018	11/10/2018	PB - noted the position, agreed not to report this time but will in 2019. PFC - noted position, agreed not to report this time.	N
31/08/2019	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Year End queries still outstanding at issue date. Clarification on members not worked in year still outstanding at issue date. Manual calculation of Annual Allowance figures still outstanding at issue date.	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 95.69% of Active members received a statement. (1,342 members did not)	Analysis of the 1,342 unissued statements undertaken to identify and isolate reasons. Each group being worked through to identify what is required to enable statement to be produced. Number reduced to 329 as at 9 October, work will continue until end of year to further reduce number unissued. Final position: 329 unissued			22/11/2019	03/10/2019	PB - discussed position, noted improvement from 2018, requested further analysis by employer to identify whether an issue exists at individual employer level. Following provision of above information both PFC & PB agreed not to report this time.	N
09/09/2020	Administration	A member's leaver statement was incorrectly sent to the wrong member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
11/05/2020	Administration	A member's retirement statement was incorrectly sent to the wrong member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
15/05/2020	Administration	A member's letter was incorrectly sent to the wrong member along with their own letter.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
15/05/2020	Administration	A member's calculation print was incorrectly sent to the wrong member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
26/05/2020	Administration	A pensioner received a payslip which belonged to another pensioner.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
27/05/2020	Administration	A member received a letter meant for a solicitor dealing with the death of another member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
31/08/2020	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Year End queries still outstanding at issue date. Manual calculation of Annual Allowance figures still outstanding at issue date. Issues with data quality, suppressed statements until data corrected and accurate statments can be issued.	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 94.21% of Active members received a statement. (1,784 members did not)	Analysis of the 1,784 unissued statements undertaken to identify and isolate reasons. Each group being worked through to identify what is required to enable statement to be produced. Number reduced to 274 as at 20 October, work will continue until end of year to further reduce number unissued.			27/11/2020	29/10/2020	PB - Oct meeting, noted position, agreed not to report. PFC - Nove meeting, noted position, agreed not to report.	N

Date	Category	Description of Breach	Cause of Breach	Regulation being breached	Effect of Breach & Wider Implications	Response to Breach	Reported to DPO	DPO outcome	Referred to PFC	Referred to PB	Outcome of Referral to PFC & PB	Reported to Regulator
30/11/2020	Administration	A member contacted us to advise she had received the starter pack for another member but with her address on it. The member also advised there were 2 other members affected.	Employer submitted starter file and the data has been mixed up for a number of members, address 26 records, date of birth 11 records, payroll no 21 records, date joined 8 records and school name 18 wrong	Data Protection Act 2018	Accidental disclosure of personal data for a number of members to another member. It is highly likely that the recipient knows the person whose information was disclosed. The 3 original members had discussed it.	Reported to Veritau. They assessed it as Low risk level and did not need to be reported to the ICO. Data sent back to employer to provide corrected information. Employer advised we have reported the data breach and we've asked for clarification of what process changes they have made to prevent it recurring. Replacement starter packs issued with correct details on and covering letter advising reason for disclosure and contact details for employer.			05/03/2021	14/01/2021	PB - Recognised the issue was an employer one rather than a Fund one. PFC - Recommended no report required	N
05/10/2020	Administration	Failure to issue 3 members with annual Pension Saving Statements (PSS) in the relevant years. One member was missing a PSS for the 18/19 year, one was missing a PSS for 16/17 and one was missing a PSS for 16/17, 17/18, 18/19 & 19/20.	There are two main causes as follows: missing data and staff not realising a statement should have been issued when the record was recalculated.	Finance Act 2004	When the member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. They can elect to either pay the tax charge via a Scheme Pays option or directly to HMRC. Because the PSS haven't been issued members are now late submitting to HMRC. We are aware of members who have ignored the information we have sent for a number of years, when they do contact HMRC they are advised to just pay what is due. There appear to be no penalties applied. Because we haven't advised members at the correct time they have been unable to take action to mitigate the impact in subsequent years. Members in this position often switch to the 50/50 section to reduce their pension accrual. A penalty of up to £300 for failure to provide the required information on time may be levied on NYPF when we resubmit our annual returns for the relevant years.	We have issued the relevant PSS to all 3 members and have had discussions with them regarding the actions they now need to take. We have struggled to establish how to report the breach to HMRC but will resubmit the annual HMRC returns for the relevant years. We will then respond to HMRC accordingly. We have reviewed our internal processes and are taking steps to educate the wider team and address some of the issues at source rather than waiting until year end. A targetted working group will be established in the summer to address the backlog of changes we get each year. This will involve training a small number of staff on the whole Annual Allowance process, what it is, why it's important, the impact on affected members and how to update and maintain records correctly. This taskforce will take responsibility for updating member records. Once knowledge is established and embedded further staff will be trained until the whole team knows what is expected.			05/03/2021	14/01/2021	PB - Require further information on mitigating actions taken to prevent recurrence before reaching a decision about reporting to tPR. Confirmed by email 01/03/2021 no need to report to tPR. PFC - Recommended no report required	N
05/02/2021	Administration	A member contacted us to advise she had received a transfer letter addressed to another member enclosed with her own letter.	Member of staff on post duty that day did not follow the agreed process put in place to prevent breaches from happening.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to destroy the information. Process and working practice was reviewed to ensure it remained relevant. Staff were reminded of the correct process. Individual member of staff was spoken to personally to stress importance of following the correct process.	05/02/2021	Score of 4 - low no further action	04/06/2021	08/04/2021	PB - April meeting, noted position, agreed not to report. PFC - June meeting, noted position, agreed not to report.	N
31/08/2021	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Calculation failing to run on system. Year End queries still outstanding at issue date. Manual calculation of Annual Allowance figures still outstanding at issue date. Issues with data quality, suppressed statements until data corrected and accurate statements can be issued.	Reg 89 of LGPS Regs 2013	99.78% of Deferred members received a statement. (87 members did not) 96.06% of Active members received a statement. (1,158 members did not)	87 Deferred members missing a statement are being worked through, these failed due to the system calculation not running, analysis has identified these failed due to data related issues. Analysis of the 1,158 Active members missing a statement is being undertaken to identify and isolate reasons. Each group being worked through to identify what is required to enable statement to be produced.	N/A	N/A	26/11/2021	07/10/2021	PB - No report for deferred ABS but decision delayed on active awaiting outcome of review of missed ones. PFC - Agreed with PB recommended course of action. Further update on Active statements is required. 13/01/22 no report	N
17/09/2021	Administration	McCloud data sent to the City of York Council (CYC) for three schools that no longer use CYC to provide their payroll service (although they have in the past). Data for an NYCC school (that has opted out of NYCC's payroll service) also sent to CYC as it was incorrectly coded on our database.	The way the data was held on the administration system did not enable the 3rd party to identify the members affected.	Data Protection Act 2018	Information for 330 data subjects was wrongly disclosed to the City of York Council (CYC). CYC is a trusted external organisation and information was only disclosed to a small number of staff.	A new process has been implemented so that the data can be easily identified on the database going forward. The process change has been communicated to the wider team. Veritau response - notification to the ICO is not recommended as the reporting threshold has not been reached.	N/A	N/A	26/11/2021	13/01/2022	PFC - No report PB - No report	N
28/09/2021	Administration	McCloud data sent to City of York Trading (CYT) in error for one City of York Council (CYC) employee, the employer code on our database had been set up incorrectly. The same data fields as the incident number 101008635966 are involved.	Member record created on the administration system but the wrong employer code was applied	Data Protection Act 2018	Information for one data subject was wrongly disclosed to City of York Trading Limited	The data has now been coded correctly on the administration system Veritau response - notification to the ICO is not recommended as the reporting threshold has not been reached.	N/A	N/A	26/11/2021	13/01/2022	PFC - No report PB - No report	N
28/09/2021	Administration	A member's letter was found on a printer but was not printed by member of pensions team.	Believe issue was caused by network and system issues experienced on that particular day and as a result the letter printed directly out and didn't queue.	Data Protection Act 2018	One letter produced, contained within NYCC. No other letters affected.	Letter was destroyed internally and a replacement was re-issued to the member. Reported to Veritau, awaiting outcome.	N/A	N/A	26/11/2021	13/01/2022	PFC - No report PB - No report	N

Date	Category	Description of Breach	Cause of Breach	Regulation being breached	Effect of Breach & Wider Implications	Response to Breach	Reported to DPO	DPO outcome	Referred to PFC	Referred to PB	Outcome of Referral to PFC & PB	Reported to Regulator
19/11/2021	Administration	One Pension Savings Statement (PSS) issued after statutory deadline of 6 October 2021	Record was inhibited from bulk annual allowance run whilst a query on another record was resolved	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. The deadline for a paper annual tax return was 31 October 2021 so the member could not use this option. However, the deadline for an online tax return is 31 January 2022.	Senior officer review of annual process	N/A	N/A	04/03/2022	13/01/2022	PB - No report PFC - No report	N
22/02/2022	Administration	5 letters were included in the same envelope to a single recipient who was the next of kin of a deceased member	Staff member on post duty did not follow the agreed process	Data Protection Act 2018	Accidental disclosure of personal data for 4 members to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient confirmed destruction of 4 letters received in error. Staff reminded again of correct process to follow. Staff involved spoken to directly. Alternative printing and posting arrangements being investigated. Reported to Veritau. They assessed it as Low risk level and did not need to be reported to the ICO.	N/A	N/A	27/05/2022	07/04/2022	PB - No report PFC - No report	N
28/07/2022	Administration	5 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2021	Records were not selected in the bulk annual allowance process as the year end pay information used in the calculation had not been updated on the records	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. None of the members have advised if they have a tax charge yet, there could possibly be two. The deadline for an online tax return was 31 January 2022 so affected members will need to contact HMRC.	Senior officer review of annual process. Has been established the cause of the breach different to previous breach in 2020. Process amended so that future similar cases can be identified earlier in the process.	N/A	N/A	09/09/2022	06/10/2022	PFC - No report PB - No report	N
31/08/2022	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	120 – have outstanding year end tasks 201 – have “other” outstanding administration tasks on record 56 – are x'd out, no outstanding task, prohibits statement creation due to error on record 295 – pending further investigations as to why statement not produced	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 97.73% of Active members received a statement. (672 members did not of which only 295 were eligible to receive one)	Of the 672 active members missing a statement only 351 are eligible to receive one. These are being worked through to identify what is required to enable statement to be produced.	N/A	N/A	25/11/2022	06/10/2022	PFC - No report PB - No report	N
04/11/2022	Administration	2 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2021	Human error. One record had a data error which resulted in the PSS being suppressed but when issue was fixed the marker wasn't removed. Relevant tax year 18/19 One record had been updated incorrectly following receipt of a transfer from another Fund. Relevant tax year 19/20	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. None of the members have advised if they have a tax charge yet, there could possibly be two. The deadline for an online tax return was 31 January 2022 so affected members will need to contact HMRC.	Training for wider administration team is already scheduled so errors like these can be prevented and corrective action taken at the time rather than being left to year end.	N/A	N/A	25/11/2022	12/01/2023	PFC - No report PB - No report	N
11/11/2022	Administration	One member's documentation was sent in error, password protected, to another Fund.	Human error. The wrong attachment was added to the email.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to staff at another Fund. It is highly unlikely that the recipient knows the person whose information was disclosed.	Other Fund deleted email and attachment. Reported to Veritau. They assessed is as Very Low risk - minimal risk of any detriment to the data subject & sent to a trusted partner organisation	N/A	N/A	25/11/2022	12/01/2023	PFC - No report PB - No report	N
17/04/2023	Administration	Email querying pay and CARE was sent to the wrong Adam. It contained name, NINO & Pay information. Recipient is a senior officer at CYC.	Human error	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to staff at another employer. It is highly unlikely that the recipient knows the person whose information was disclosed.	Requested recipient to delete email Reported to Veritau	N/A	N/A	15/09/2023	06/07/2023	PFC - No report PB - No report	N
05/06/2023	Administration	A member received another member's pension payslip in the same envelope as her own. The envelope wasn't sealed either.	Machine jam and human error in the print unit. Not checking the machine was fully cleared before restarting the print and insert process.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient posted payslip on. Made print unit aware of error and received confirmation of refreshed instructions to the print team. Reported to Veritau Veritau have confirmed it has been classed as a print unit breach	N/A	N/A	15/09/2023	06/07/2023	PFC - No report PB - No report	N
01/09/2023	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	114 – have outstanding year end tasks 268 – have “other” outstanding administration tasks on record	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 98.71% of Active members received a statement. (382 members did not, of which only 114 were eligible to receive one)	Of the 382 active members missing a statement only 114 are eligible to receive one. These are being worked through to identify what is required to enable a statement to be produced.	N/A	N/A	24/11/2023	26/10/2023	PFC - No report PB - No report	N
08/09/2023	Administration	Email was sent to a member with a password protected attachment but the document was for another member.	Human error	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Requested recipient to delete email Reported to Veritau	N/A	N/A	24/11/2023	26/10/2023	PFC - No report PB - No report	N
07/10/2023	Administration	1 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2022	Human error. Error in manual calculation of Annual Allowance at retirement.	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. This member has sufficient carry forward from previous years so we believe there is no tax charge due. The deadline for an online tax return was 31 January 2023 so the affected member will need to contact HMRC.	Refreshers training for retirement team for the specific scenario applicable in this case.	N/A	N/A	24/11/2023	11/01/2024	PFC - No report PB - No report	N
06/09/2024	Administration	1 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2023	Human error. Record not fully updated when an interfund in was completed.	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. This member has sufficient carry forward from previous years so we believe there is no tax charge due. The deadline for an online tax return was 31 January 2024 so the affected member will need to contact HMRC.	Reminder circulated to the transfers team to ensure records are fully updated when interfundns and transfers are completed.	N/A	N/A	22/11/2024	24/10/2024	PFC - No report PB - No report	N

Date	Category	Description of Breach	Cause of Breach	Regulation being breached	Effect of Breach & Wider Implications	Response to Breach	Reported to DPO	DPO outcome	Referred to PFC	Referred to PB	Outcome of Referral to PFC & PB	Reported to Regulator
31/08/2024	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	6 – have outstanding year end tasks	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 99.98% of Active members received a statement. (6 members did not)	The 6 remaining members are being worked through to identify what is required to enable a statement to be produced.	N/A	N/A	22/11/2024	24/10/2024	PFC - No report PB - No report	N
26/11/2024	Administration	Retirement options were sent out to 2 separate members and they both received each other's information as well as their own.	Human error - software used to combine documents wasn't closed down between processing members and so it appended documents together.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Reminder issued round team to be extra careful and double check before clicking print or send Advised to pause and sense check everything.	N/A	N/A	28/02/2025	09/01/2025	PFC - No report PB - No report	N
31/08/2025	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members.	106 active members have outstanding data queries	Reg 89 of LGPS Regs 2013	100% met for deferred members 99.64% met for active members (106 did not)	The 106 remaining members are being worked through to identify what is required to enable a statement to be produced.	N/A	N/A	21/11/2025	23/10/2025	PFC - No report PB - No report	
18/09/2025	Administration	Certificates and ID documents returned to the wrong member.	Human error - Two lots of ID docs were received on the same day, only one set was returned as they were originals but to the wrong member.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Team reminded about taking more care when returning ID docs, take time, slow down and double check before sealing the envelope. Member returned incorrect ID docs and apology issued.	N/A	N/A	21/11/2025	23/10/2025	PFC - No report PB - No report	
26/09/2025	Administration	Member received an email attachment containing payroll information for another member. Initials, surname, pay ref and pay info was disclosed.	Human error - The incorrect attachment was added to the email instead of refund claim forms.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Team reminded about taking more care when sending emails especially any with attachments. Told to pause and double check everything is correct before clicking send.	N/A	N/A	21/11/2025	23/10/2025	PFC - No report PB - No report	

	Title or Nature of Course	D. Portlock	A. Thompson	P. Wilkinson	D. Sladden	M. Jordan	M. Crane	S. Gibbs	G. Jabbour	C. Lunn	D. Noland	N. Swannick	J. Cattanach	A. Baker	P. Kilbane	Unison – J. Fletcher	Unison (Vacancy)
18/19 July 2024	BCPP Conference		✓		✓				✓	✓	✓	✓					
12 September 2024	BCPP Global Equities	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓		
24/26 September 2024	Baillie Gifford Investment Conference		✓														
21 November 2024	Investment Strategy Workshop	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓					
15 January 2025	Fit for the Future consultation review	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓		
23 January 2025	Baillie Gifford Workshop – approach to climate risk	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓		
22 May 2025	BCPP Global Alpha Equities	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓		
11 September 2025	Triennial Valuation – Actuary - AON	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓			✓	✓	
22 September 2025	Investment Strategy Workshop	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓			✓	✓	

APPENDIX 3

	Title or Nature of Course	D. Portlock	A. Thompson	P. Wilkinson	D. Sladden	M. Jordan	M. Crane	S. Gibbs	G. Jabbour	C. Lunn	D. Noland	N. Swannick	J. Cattanach	A. Baker	P. Kilbane	Unison – J. Fletcher	Unison (Vacancy)
20 November 2025	Border to Coast - Global Equities	✓	✓			✓		✓			✓	✓			✓		
17 February 2026	Hymans Robertson: Good Governance - Requirements & Implementation	✓															

When Members have attended Workshops/Conferences/Training Events, please inform David Smith on david.smith1@northyorks.gov.uk and these details will be included within this appendix for future meetings.

- Cllr John Cattanach was appointed to the Committee on 17th July 2023 and left the Committee in November 2024
- Councillor Mike Jordan was appointed to the Committee in November 2024
- Councillor George Jabbour left the Committee on 3 September 2025
- Councillor Alyson Baker was appointed to the Committee on 12 November 2025

UPCOMING TRAINING AVAILABLE TO MEMBERS

<i>Provider</i>	<i>Course / Conference Title</i>	<i>Date(s)</i>	<i>Location</i>	<i>Themes / Subjects Covered</i>
Pensions UK – formerly PLSA	Investment Conference	10 March to 12 March 2026	EICC, Edinburgh	<p>Join leading voices from government and pensions investment as we tackle the biggest questions shaping an industry that powers UK growth as well as retirements.</p> <p>From political change and regulatory reform, to sustainability, technology, and global market shifts, the Pensions UK Investment Conference will spotlight new ideas, new strategies, and new perspectives on growth, value, and the power of pensions to transform economies and lives.</p>
LGC	Investment Seminar	18 March to 20 March 2026	Carden Park, Cheshire	<p>This training arrives at a defining moment for LGPS, as the sector continues to evolve and starts to shift its focus from policy and reform to implementation and delivery.</p> <p>Now celebrating its 21st year, the seminar will provide a vital forum for open discussion, strategic thinking, and collaboration around the most pressing issues facing funds today, including:</p> <ul style="list-style-type: none"> • The progress of the Pensions Bill and its potential to reshape the future framework of public sector pensions. • A persistently uncertain global and political environment driving market volatility and influencing investment strategies.

<i>Provider</i>	<i>Course / Conference Title</i>	<i>Date(s)</i>	<i>Location</i>	<i>Themes / Subjects Covered</i>
				<ul style="list-style-type: none"> • The balancing act between delivering sustainable, long-term returns and responding to the Government's ambitions to boost UK investment.
Pensions UK – formerly PLSA	Local Authority Conference	15 June to 17 June 2026	Wyboston Lakes, Bedfordshire	<p>The UK's largest event dedicated to the Local Government Pension Scheme is returning on 15-17 June 2026.</p> <p>The LGPS community will be getting together to discuss government reforms, regulation change, practical challenges including administration and communications, and the big picture issues shaping the future of a unique pension scheme.</p>
Pensions UK – formerly PLSA	Annual Conference 2026	13 October to 15 October 2026	Liverpool (venue tbc)	<p>The UK's largest conference for the pensions industry. We will bring you a programme covering the issues that matter most across DB, DC, master trusts and the LGPS, thought-provoking speakers from business, the media and academia, and opportunities to make connections with professionals from across pensions.</p>

LGA Fundamentals training

There are a few places left on the Fundamentals training programme, which starts in October. LGA are running the training in person in two locations (London and York) and separately online.

Fundamentals is a three-day training course aimed at councillors and other who attend pension committees/panels and local pension boards. Attending all three days will help delegates meet the required knowledge, skills and understanding. All sessions are delivered by experts in their field. The event also provides delegates with valuable networking opportunities.

Hymans Robertson package (Aspire) of on-line training can now be utilised by Members - "bite-size" sessions that can be dipped in and out of at Members convenience. There are now two packages available with package two being the most up to date version.

PENSION FUND COMMITTEE TIMETABLE FOR MEETINGS IN 2026/27**The dates for meetings of the Pension Fund Committee are as follows:**

22 May 2026	10 am, Brierley Room, County Hall, Northallerton	Pension Fund Committee
26 June 2026	10 am, Brierley Room, County Hall, Northallerton	Pension Fund Committee
11 September 2026	10 am, Brierley Room, County Hall, Northallerton	Pension Fund Committee
20 November 2026	10 am, Brierley Room, County Hall, Northallerton	Pension Fund Committee
25 February 2027	10 am, Brierley Room, County Hall, Northallerton	Pension Fund Committee

Arrangements for Workshops will be provided directly to Members when available.

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Date	Category	Description of Breach	Cause of Breach	Regulation being breached	Effect of Breach & Wider Implications	Response to Breach	Reported to DPO	DPO outcome	Referred to PFC	Referred to PB	Outcome of Referral to PFC & PB	Reported to Regulator
31/08/2017	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Large backlog meant we were unable to establish which category members should fall into at statement date. Year End queries still outstanding at issue date.	Reg 89 of LGPS Regs 2013	85.88% of Active members received a statement = 14.12% did not 94.51% of Deferred members received a statement = 5.49% did not	Large backlog means we do not yet know actual total eligible for a statement. Continue to reduce the backlog with targeted initiatives. Target is to have a controlled work throughput by end 2018. Continue to work through errors & queries & issue ABS' when able to. Introduce monthly returns for our 2 largest employers by end of 2018 so that errors can be identified in real time rather than at year end.			14/09/2017	19/01/2018	Noted the position, no requirement to report. Creation of Breaches Log to record position.	N
08/11/2017	Administration	Statutory deadline for issuing Personal Savings Statements not met for all members	Human error		2 members received statements after the 6/10/2017 deadline. 192 manual calculations undertaken and 56 statements issued. 3.5% of members affected	Statements issued immediately. Process under review by team leader. Checklist created and process will be audited in 2018 to ensure checklist being used and process being robustly followed			22/02/2018	19/01/2018	PB - Noted the position, no requirement to report. PFC - Noted the position, no requirement to report.	N
18/12/2017	Administration	Incorrectly paid trivial commutation to a member who has benefits with another fund and had not commuted those benefits	Human error		Member received benefits he wasn't entitled to. No other member affected. Payment is an unauthorised payment & must be reported to HMRC, resulting in tax liability at 55% for the member & additional tax for the scheme.	As soon as realised payment was unauthorised, informed member and reported to HMRC. Awaiting confirmation of scheme tax liability.			22/02/2018	19/01/2018	PB - Noted the position, no requirement to report. PFC - Noted the position, no requirement to report.	N - Reported to HMRC
31/08/2018	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Year End queries still outstanding at issue date.	Reg 89 of LGPS Regs 2013	86.52% of Active members received a statement = 13.48% did not 99.76% of Deferred members received a statement = 0.24% did not	Backlog has been reduced so in a better position regarding correct eligibility for statements. Significant year end queries (2,399) have impacted statement production. Ers being chased for response. Continue to work through errors & queries & issue ABS' when able to. Viability of monthly returns being investigated			22/11/2018	11/10/2018	PB - noted the position, agreed not to report this time but will in 2019. PFC - noted position, agreed not to report this time.	N
31/08/2019	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Year End queries still outstanding at issue date. Clarification on members not worked in year still outstanding at issue date. Manual calculation of Annual Allowance figures still outstanding at issue date.	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 95.69% of Active members received a statement. (1,342 members did not)	Analysis of the 1,342 unissued statements undertaken to identify and isolate reasons. Each group being worked through to identify what is required to enable statement to be produced. Number reduced to 329 as at 9 October, work will continue until end of year to further reduce number unissued. Final position: 329 unissued			22/11/2019	03/10/2019	PB - discussed position, noted improvement from 2018, requested further analysis by employer to identify whether an issue exists at individual employer level. Following provision of above information both PFC & PB agreed not to report this time.	N
09/04/2020	Administration	A member's leaver statement was incorrectly sent to the wrong member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
11/05/2020	Administration	A member's retirement statement was incorrectly sent to the wrong member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
15/05/2020	Administration	A member's letter was incorrectly sent to the wrong member along with their own letter.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
15/05/2020	Administration	A member's calculation print was incorrectly sent to the wrong member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
26/05/2020	Administration	A pensioner received a payslip which belonged to another pensioner.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
27/05/2020	Administration	A member received a letter meant for a solicitor dealing with the death of another member.	Due to Covid 19 printing and posting process had to be changed whereby 1 person was responsible for printing for the whole team. Human error.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to either destroy or return the information.Process and working practice was reviewed and changes put in place. Instructions issued to the staff responsible for printing and posting.			11/09/2020	09/07/2020	PB - July meeting, noted position, agreed not to report. PFC - September meeting, noted position, agreed not to report.	N
31/08/2020	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Year End queries still outstanding at issue date. Manual calculation of Annual Allowance figures still outstanding at issue date. Issues with data quality, suppressed statements until data corrected and accurate statments can be issued.	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 94.21% of Active members received a statement. (1,784 members did not)	Analysis of the 1,784 unissued statements undertaken to identify and isolate reasons. Each group being worked through to identify what is required to enable statement to be produced. Number reduced to 274 as at 20 October, work will continue until end of year to further reduce number unissued.			27/11/2020	29/10/2020	PB - Oct meeting, noted position, agreed not to report. PFC - Nove meeting, noted position, agreed not to report.	N

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30/11/2020	Administration	A member contacted us to advise she had received the starter pack for another member but with her address on it. The member also advised there were 2 other members affected.	Employer submitted starter file and the data has been mixed up for a number of members, address 26 records, date of birth 11 records, payroll no 21 records, date joined 8 records and school name 18 wrong	Data Protection Act 2018	Accidental disclosure of personal data for a number of members to another member. It is highly likely that the recipient knows the person whose information was disclosed. The 3 original members had discussed it.	Reported to Veritau. They assessed it as Low risk level and did not need to be reported to the ICO. Data sent back to employer to provide corrected information. Employer advised we have reported the data breach and we've asked for clarification of what process changes they have made to prevent it recurring. Replacement starter packs issued with correct details on and covering letter advising reason for disclosure and contact details for employer.			05/03/2021	14/01/2021	PB - Recognised the issue was an employer one rather than a Fund one. PFC - Recommended no report required	N
05/10/2020	Administration	Failure to issue 3 members with annual Pension Saving Statements (PSS) in the relevant years. One member was missing a PSS for the 18/19 year, one was missing a PSS for 16/17 and one was missing a PSS for 16/17, 17/18, 18/19 & 19/20.	There are two main causes as follows: missing data and staff not realising a statement should have been issued when the record was recalculated.	Finance Act 2004	When the member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. They can elect to either pay the tax charge via a Scheme Pays option or directly to HMRC. Because the PSS haven't been issued members are now late submitting to HMRC. We are aware of members who have ignored the information we have sent for a number of years, when they do contact HMRC they are advised to just pay what is due. There appear to be no penalties applied. Because we haven't advised members at the correct time they have been unable to take action to mitigate the impact in subsequent years. Members in this position often switch to the 50/50 section to reduce their pension accrual. A penalty of up to £300 for failure to provide the required information on time may be levied on NYPF when we resubmit our annual returns for the relevant years.	We have issued the relevant PSS to all 3 members and have had discussions with them regarding the actions they now need to take. We have struggled to establish how to report the breach to HMRC but will resubmit the annual HMRC returns for the relevant years. We will then respond to HMRC accordingly. We have reviewed our internal processes and are taking steps to educate the wider team and address some of the issues at source rather than waiting until year end. A targetted working group will be established in the summer to address the backlog of changes we get each year. This will involve training a small number of staff on the whole Annual Allowance process, what it is, why it's important, the impact on affected members and how to update and maintain records correctly. This taskforce will take responsibility for updating member records. Once knowledge is established and embedded further staff will be trained until the whole team knows what is expected.			05/03/2021	14/01/2021	PB - Require further information on mitigating actions taken to prevent recurrence before reaching a decision about reporting to tPR. Confirmed by email 01/03/2021 no need to report to tPR. PFC - Recommended no report required	N
05/02/2021	Administration	A member contacted us to advise she had received a transfer letter addressed to another member enclosed with her own letter.	Member of staff on post duty that day did not follow the agreed process put in place to prevent breaches from happening.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient was asked to destroy the information. Process and working practice was reviewed to ensure it remained relevant. Staff were reminded of the correct process. Individual member of staff was spoken to personally to stress importance of following the correct process.	05/02/2021	Score of 4 - low no further action	04/06/2021	08/04/2021	PB - April meeting, noted position, agreed not to report. PFC - June meeting, noted position, agreed not to report.	N
31/08/2021	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	Calculation failing to run on system. Year End queries still outstanding at issue date. Manual calculation of Annual Allowance figures still outstanding at issue date. Issues with data quality, suppressed statements until data corrected and accurate statements can be issued.	Reg 89 of LGPS Regs 2013	99.78% of Deferred members received a statement. (87 members did not) 96.06% of Active members received a statement. (1,158 members did not)	87 Deferred members missing a statement are being worked through, these failed due to the system calculation not running, analysis has identified these failed due to data related issues. Analysis of the 1,158 Active members missing a statement is being undertaken to identify and isolate reasons. Each group being worked through to identify what is required to enable statement to be produced.	N/A	N/A	26/11/2021	07/10/2021	PB - No report for deferred ABS but decision delayed on active awaiting outcome of review of missed ones. PFC - Agreed with PB recommended course of action. Further update on Active statements is required. 13/01/22 no report	N
17/09/2021	Administration	McCloud data sent to the City of York Council (CYC) for three schools that no longer use CYC to provide their payroll service (although they have in the past). Data for an NYCC school (that has opted out of NYCC's payroll service) also sent to CYC as it was incorrectly coded on our database.	The way the data was held on the administration system did not enable the 3rd party to identify the members affected.	Data Protection Act 2018	Information for 330 data subjects was wrongly disclosed to the City of York Council (CYC). CYC is a trusted external organisation and information was only disclosed to a small number of staff.	A new process has been implemented so that the data can be easily identified on the database going forward. The process change has been communicated to the wider team. Veritau response - notification to the ICO is not recommended as the reporting threshold has not been reached.	N/A	N/A	26/11/2021	13/01/2022	PFC - No report PB - No report	N
28/09/2021	Administration	McCloud data sent to City of York Trading (CYT) in error for one City of York Council (CYC) employee, the employer code on our database had been set up incorrectly. The same data fields as the incident number 101008635966 are involved.	Member record created on the administration system but the wrong employer code was applied	Data Protection Act 2018	Information for one data subject was wrongly disclosed to City of York Trading Limited	The data has now been coded correctly on the administration system Veritau response - notification to the ICO is not recommended as the reporting threshold has not been reached.	N/A	N/A	26/11/2021	13/01/2022	PFC - No report PB - No report	N
28/09/2021	Administration	A member's letter was found on a printer but was not printed by member of pensions team.	Believe issue was caused by network and system issues experienced on that particular day and as a result the letter printed directly out and didn't queue.	Data Protection Act 2018	One letter produced, contained within NYCC. No other letters affected.	Letter was destroyed internally and a replacement was re-issued to the member. Reported to Veritau, awaiting outcome.	N/A	N/A	26/11/2021	13/01/2022	PFC - No report PB - No report	N

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19/11/2021	Administration	One Pension Savings Statement (PSS) issued after statutory deadline of 6 October 2021	Record was inhibited from bulk annual allowance run whilst a query on another record was resolved	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. The deadline for a paper annual tax return was 31 October 2021 so the member could not use this option. However, the deadline for an online tax return is 31 January 2022.	Senior officer review of annual process	N/A	N/A	04/03/2022	13/01/2022	PB - No report PFC - No report	N
22/02/2022	Administration	5 letters were included in the same envelope to a single recipient who was the next of kin of a deceased member	Staff member on post duty did not follow the agreed process	Data Protection Act 2018	Accidental disclosure of personal data for 4 members to another. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient confirmed destruction of 4 letters received in error. Staff reminded again of correct process to follow. Staff involved spoken to directly. Alternative printing and posting arrangements being investigated. Reported to Veritau. They assessed it as Low risk level and did not need to be reported to the ICO.	N/A	N/A	27/05/2022	07/04/2022	PB - No report PFC - No report	N
28/07/2022	Administration	5 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2021	Records were not selected in the bulk annual allowance process as the year end pay information used in the calculation had not been updated on the records	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. None of the members have advised if they have a tax charge yet, there could possibly be two. The deadline for an online tax return was 31 January 2022 so affected members will need to contact HMRC.	Senior officer review of annual process. Has been established the cause of the breach different to previous breach in 2020. Process amended so that future similar cases can be identified earlier in the process.	N/A	N/A	09/09/2022	06/10/2022	PFC - No report PB - No report	N
31/08/2022	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	120 – have outstanding year end tasks 201 – have "other" outstanding administration tasks on record 56 – are x'd out, no outstanding task, prohibits statement creation due to error on record 295 – pending further investigations as to why statement not produced	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 97.73% of Active members received a statement. (672 members did not of which only 295 were eligible to receive one)	Of the 672 active members missing a statement only 351 are eligible to receive one. These are being worked through to identify what is required to enable statement to be produced.	N/A	N/A	25/11/2022	06/10/2022	PFC - No report PB - No report	N
04/11/2022	Administration	2 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2021	Human error. One record had a data error which resulted in the PSS being suppressed but when issue was fixed the marker wasn't removed. Relevant tax year 18/19 One record had been updated incorrectly following receipt of a transfer from another Fund. Relevant tax year 19/20	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. None of the members have advised if they have a tax charge yet, there could possibly be two. The deadline for an online tax return was 31 January 2022 so affected members will need to contact HMRC.	Training for wider administration team is already scheduled so errors like these can be prevented and corrective action taken at the time rather than being left to year end.	N/A	N/A	25/11/2022	12/01/2023	PFC - No report PB - No report	N
11/11/2022	Administration	One member's documentation was sent in error, password protected, to another Fund.	Human error. The wrong attachment was added to the email.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to staff at another Fund. It is highly unlikely that the recipient knows the person whose information was disclosed.	Other Fund deleted email and attachment. Reported to Veritau. They assessed it as Very Low risk - minimal risk of any detriment to the data subject & sent to a trusted partner organisation	N/A	N/A	25/11/2022	12/01/2023	PFC - No report PB - No report	N
17/04/2023	Administration	Email querying pay and CARE was sent to the wrong Adam. It contained name, NINO & Pay information. Recipient is a senior officer at CYC.	Human error	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to staff at another employer. It is highly unlikely that the recipient knows the person whose information was disclosed.	Requested recipient to delete email Reported to Veritau	N/A	N/A	15/09/2023	06/07/2023	PFC - No report PB - No report	N
05/06/2023	Administration	A member received another member's pension payslip in the same envelope as her own. The envelope wasn't sealed either.	Machine jam and human error in the print unit. Not checking the machine was fully cleared before restarting the print and insert process.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Recipient posted payslip on. Made print unit aware of error and received confirmation of refreshed instructions to the print team. Reported to Veritau Veritau have confirmed it has been classed as a print unit breach	N/A	N/A	15/09/2023	06/07/2023	PFC - No report PB - No report	N
01/09/2023	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	114 – have outstanding year end tasks 268 – have "other" outstanding administration tasks on record	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 98.71% of Active members received a statement. (382 members did not, of which only 114 were eligible to receive one)	Of the 382 active members missing a statement only 114 are eligible to receive one. These are being worked through to identify what is required to enable a statement to be produced.	N/A	N/A	24/11/2023	26/10/2023	PFC - No report PB - No report	N
08/09/2023	Administration	Email was sent to a member with a password protected attachment but the document was for another member.	Human error	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Requested recipient to delete email Reported to Veritau	N/A	N/A	24/11/2023	26/10/2023	PFC - No report PB - No report	N
07/10/2023	Administration	1 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2022	Human error. Error in manual calculation of Annual Allowance at retirement.	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. This member has sufficient carry forward from previous years so we believe there is no tax charge due. The deadline for an online tax return was 31 January 2023 so the affected member will need to contact HMRC.	Refreshers training for retirement team for the specific scenario applicable in this case.	N/A	N/A	24/11/2023	11/01/2024	PFC - No report PB - No report	N
06/09/2024	Administration	1 Pension Savings Statements (PSS) issued after statutory deadline of 6 October 2023	Human error. Record not fully updated when an interfund in was completed.	The Registered Pension Scheme Regulations 2006 Finance Act 2004	When a member receives a PSS they have to declare the tax liability to HMRC via an annual tax return. This member has sufficient carry forward from previous years so we believe there is no tax charge due. The deadline for an online tax return was 31 January 2024 so the affected member will need to contact HMRC.	Reminder circulated to the transfers team to ensure records are fully updated when interfundns and transfers are completed.	N/A	N/A	22/11/2024	24/10/2024	PFC - No report PB - No report	N

Date	Category	Description of Breach	Cause of Breach	Regulation being breached	Effect of Breach & Wider Implications	Response to Breach	Reported to DPO	DPO outcome	Referred to PFC	Referred to PB	Outcome of Referral to PFC & PB	Reported to Regulator
31/08/2024	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members	6 – have outstanding year end tasks	Reg 89 of LGPS Regs 2013	100% of Deferred members received a statement. 99.98% of Active members received a statement. (6 members did not)	The 6 remaining members are being worked through to identify what is required to enable a statement to be produced.	N/A	N/A	22/11/2024	24/10/2024	PFC - No report PB - No report	N
26/11/2024	Administration	Retirement options were sent out to 2 separate members and they both received each other's information as well as their own.	Human error - software used to combine documents wasn't closed down between processing members and so it appended documents together.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Reminder issued round team to be extra careful and double check before clicking print or send Advised to pause and sense check everything.	N/A	N/A	28/02/2025	09/01/2025	PFC - No report PB - No report	N
31/08/2025	Administration	Statutory deadline for issuing of Annual Benefit Statements not met for all eligible members.	106 active members have outstanding data queries	Reg 89 of LGPS Regs 2013	100% met for deferred members 99.64% met for active members (106 did not)	The 106 remaining members are being worked through to identify what is required to enable a statement to be produced.	N/A	N/A	21/11/2025	23/10/2025	PFC - No report PB - No report	
18/09/2025	Administration	Certificates and ID documents returned to the wrong member.	Human error - Two lots of ID docs were received on the same day, only one set was returned as they were originals but to the wrong member.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Team reminded about taking more care when returning ID docs, take time, slow down and double check before sealing the envelope. Member returned incorrect ID docs and apology issued.	N/A	N/A	21/11/2025	23/10/2025	PFC - No report PB - No report	
26/09/2025	Administration	Member received an email attachment containing payroll information for another member. Initials, surname, pay ref and pay info was disclosed.	Human error - The incorrect attachment was added to the email instead of refund claim forms.	Data Protection Act 2018	Accidental disclosure of personal data for 1 member to another member. It is highly unlikely that the recipient knows the person whose information was disclosed.	Team reminded about taking more care when sending emails especially any with attachments. Told to pause and double check everything is correct before clicking send.	N/A	N/A	21/11/2025	23/10/2025	PFC - No report PB - No report	

NORTH YORKSHIRE COUNCIL

PENSION FUND COMMITTEE

6 MARCH 2026

BUSINESS PLAN, BUDGET AND CASHFLOW FORECAST

Report of the Treasurer

1. Purpose of the Report

- 1.1. To report on the progress made against the key business plan activities identified for 2025/26.
- 1.2. To approve the draft Business Plan for 2026/27 to 2028/29.
- 1.3. To approve the draft 2026/27 Budget.
- 1.4. To report on the cashflow forecast of the Fund.

2. Progress Update

- 2.1. In the 2025/26 Business Plan, key actions for the year were identified and approved by Members at the February 2025 Committee meeting. It was agreed that officers would provide a progress report against these key actions. The latest update is attached as **Appendix 1**.

3. Draft 2026/27 Business Plan

- 3.1. The draft 2026/27 Business Plan is attached at **Appendix 2**. It sets out the purpose and strategy of the Fund with activities for the next three years to support the Committee in managing the Fund. The key initiatives are identified, with delivery dates to enable tracking of progress. The plan has been refreshed to cover the period 2026/27 to 2028/29. Any outstanding actions from 2025/26 have been rolled forward to 2026/27 where appropriate and some new actions have been identified. A summary of the business plan has also been attached as **Appendix 3**. Some of the main areas are described below.
- 3.2. **Income monitoring** – following the triennial valuation, the contributions received from April will be closely monitored to ensure the correct employer and employee contribution amounts are being received. Changes to employer contribution rates new employee contribution bands are effective from 1 April.
- 3.3. **LGPS Fit for the Future** – changes to regulations and guidance are expected early in 2026. Following publication, work will be undertaken to scope the project and allocate the necessary resource to it. There will be many aspects to the changes, which will come into force in two phases. This work will run alongside the Access and Fairness and Scheme improvements work and so resource will need to be carefully allocated and managed.
- 3.4. **McCloud remedy** – the rectification stage continues to progress. The work will need to be completed before the Fit for the Future calculations can begin.
- 3.5. **Access and Fairness** – the changes to regulations and guidance are expected early in 2026. Following receipt, work will be undertaken to scope the project and allocate the necessary resource to it. This work will run alongside the Fit for the Future and Scheme improvements work and so resource will need to be carefully allocated and managed.

3.6. **Scheme improvements** – the changes to regulations and guidance are expected early in 2026. Following receipt, work will be undertaken to scope the project and allocate the necessary resource to it. This work will run alongside the Fit for the Future and Access and Fairness work and so resource will need to be carefully allocated and managed.

4. 2026/27 Budget

- 4.1. The draft 2026/27 budget for the cost of running the Fund is presented in **Appendix 4** and totals £3.8 million. It is based on the 2025/26 budget and the actual costs incurred during that year and is on an accruals basis.
- 4.2. The 2026/27 budget no longer includes the investment management fees as they are monitored but not managed by the Fund and mainly change in line with the value of the Fund's assets. The Committee is asked to approve the operational budget, based on the costs of running the Fund. The removal of the investment fee budget, which is forecast to be £37 million in 2025/26, is the main change in the budget between years.
- 4.3. The other changes in the budget are relatively minor and reflect issues such as inflation and changes to salaries, contracted costs and the expected use of investment advisory and actuarial costs.
- 4.4. The forecast for 2025/26 includes a few notable variances. The overspend on Pooling costs is due a one-off cost for the acquisition of a data platform required by Border to Coast to comply with the Fit for the Future requirements, which the Committee was informed of at the meeting in November 2025. There is also a forecast overspend of investment base fees due to a higher-than-expected increase in the value of the Fund's assets over the year, and lower performance fees due to a reduction in the allocation to a manager with a performance related fee arrangement.
- 4.5. In line with normal practice, the Budget may be revised during the year if there are material changes, subject to approval by the Committee.

5. Cashflow Projection

- 5.1. The cash position of the Fund is presented in **Appendix 5**. The table shows the projected cashflows of the Fund for 2025/26 and over the following 3 years.
- 5.2. This shows the position in relation to the Fund's non-investment operations and includes the relevant figures when assessing whether the Fund is in a cash surplus or deficit position.
- 5.3. The main inflows and outflows of the Fund are the contribution income from employers and active members, and benefits payments to retired members. They effectively determine the Fund's surplus or shortfall position.
- 5.4. The forecasts are sensitive to the estimate of inflation, which continues to be a subject of active debate among economists. Low inflation levels are expected compared to those seen over the last few years, but with some volatility. Assumptions for inflation and other key metrics impacting the cashflow projection will be periodically assessed and incorporated into future updates.
- 5.5. Employer contribution rates have changed significantly as a result of the 2025 valuation and have been factored into the forecast from 2026/27 onwards. The overall funding level of the Fund has improved at the 2025 Valuation, resulting in lower employer contributions being required from employers over the next 3 years. This has led to a decrease in the forecast contribution income in 2026/27 of approximately £31 million and is the main change in the cashflow forecast between years.

- 5.6. The forecast for transfers in has also been reduced to bring it more in line with the forecast for transfers out. In the recent past, transfers in have significantly exceeded transfers out, but there is nothing to indicate that this should be expected going forward. It is therefore prudent to forecast this more in line with transfers out.
- 5.7. The forecast annual operational deficit of £66.4 million in 2026/27 is significant but is only around 1.3% of the value of the Fund. In the past, almost all income generated by investments has been automatically reinvested. In light of the increasing deficit position, officers are reviewing options to receive some or all of this income. But to reassure Members, there is enough income available in the form of dividends from equities, coupon payments from bonds and rental income from property to cover this deficit. Based on the current value of the Fund, there is an estimated £80 million income available, and this will grow as the total value of the Fund grows. This issue will be closely monitored. Any income not required will continue to be reinvested, as before.

6. Recommendations

- 6.1. Note the progress made against the 2025/26 Business Plan.
- 6.2. Approve the draft 2026/27 Business Plan.
- 6.3. Approve the draft 2026/27 Budget.
- 6.4. Note the 3-year cashflow projection for the Fund.

Gary Fielding
Treasurer of North Yorkshire Pension Fund
North Yorkshire Council
County Hall
Northallerton

24 February 2026

NYPF 2025/26 Business Plan Update

RAG rating:

Green – completed or not yet due

Orange – ongoing, carried forward to 2026/27

Red – outstanding, overdue

Key Activity			Resource
Administration			Head of Pensions Administration
Action	Timescale	Progress Update	
McCloud remedy	Q4 2025/26	In progress – Recalculation of benefits for affected members ongoing and members now being paid amended benefits.	
Targeted nomination form communications	Q3 & Q4 2025/26	Not yet started – lack of resource has meant this activity has not yet been started. Due to other demands this activity has been shelved until a later date.	
Key Activity			Resource
Business Improvement			Head of Pensions Administration
Action	Timescale	Progress Update	
Improve self-service functionality	Q4 2025/26	Completed – new member portal live 15 January. Enhanced self-service functionality will now be scoped and developed.	
Key Activity			Resource
Governance			Head of Pensions Administration/Head of Investments
Action	Timescale	Progress Update	
GLGPS Fit for the future	Q4 2025/26 Q1 & Q2 2026/27	Not yet started – Regulations and guidance expected early 2026/27. Activity carried over to the new business plan for completion in 2026/27.	
Key Activity			Resource
Investment			Pension Fund Committee/ Treasurer/ Head of Investments
Action	Timescale	Progress Update	
Responsible Investment	Q4 2024/25	TCFD reporting on hold, pending the publication of guidance by the Government. Awaiting publication of the requirements for the new Stewardship Code, due in 2026.	
Pooling and implementation of investment strategy	Q1 2025/26 Q1 & Q2 2025/26 Q2 2025/26	Investment commenced in Border to Coast's UK Property fund in Q2. Committee workshop to review Global Alpha in Q3. Committee workshop on Global Sustainable Bonds in Q4 (due for launch Q2 2026). Committee workshop on currency hedging in Q4. Detailed annual review of 3-4 of Border to Coast's funds each quarter.	
Automation of reporting	Q4 2024/25	This was to be reviewed in 2025/26 once the new custodian contract has commenced. However, custodian arrangements across all Border to Coast funds are under review as part of developments to meet anticipated legislation and statutory guidance. In addition, a new finance system will be implemented by the Council, expected to be live from April 2026.	

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Key Activity		Resource
Funding		Head of Investments/Head of Pensions Administration
Action	Timescale	Progress Update
2025 Valuation	Q1 2025/26	Completed – agree assumptions and approach Completed – provide membership, employer & cashflow data
	Q2 2025/26	Completed – respond to actuarial queries Completed – organise valuation sessions for PFC and employers
	Q3 2025/26	Completed – distribute results to employers
Funding Strategy Statement	Q2 2025/26	Completed – funding strategy statement consultation completed and now published on our website



North Yorkshire Pension Fund

Business Plan 2026/27 – 2028/29



Local Government
Pension Scheme

If you require this information in an alternative language or another format such as large type, audio cassette or Braille, please contact the Pensions Help & Information Line on 01609 536335

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This business plan explains how the North Yorkshire Pension Fund (NYPF, the Fund) intends to develop and improve its services.

It enables the Fund to focus on achieving agreed targets and helps staff see how they contribute to its overall success.

1. About NYPF

NYPF is one of 86 funds that make up the Local Government Pension Scheme (LGPS).

North Yorkshire Council (NYC) is the statutory administering authority for NYPF; it administers the benefits and manages the investments of the Fund.

The purpose of the Fund is to provide retirement benefits specified by the LGPS regulations for staff working for local authority employers, and other employers admitted by agreement, in the North Yorkshire area.

Scheme membership as of 31 March 2025

Active Members (Contributors)	30,693
Deferred Members	39,037
Pensioners	32,984
Total Membership	102,714

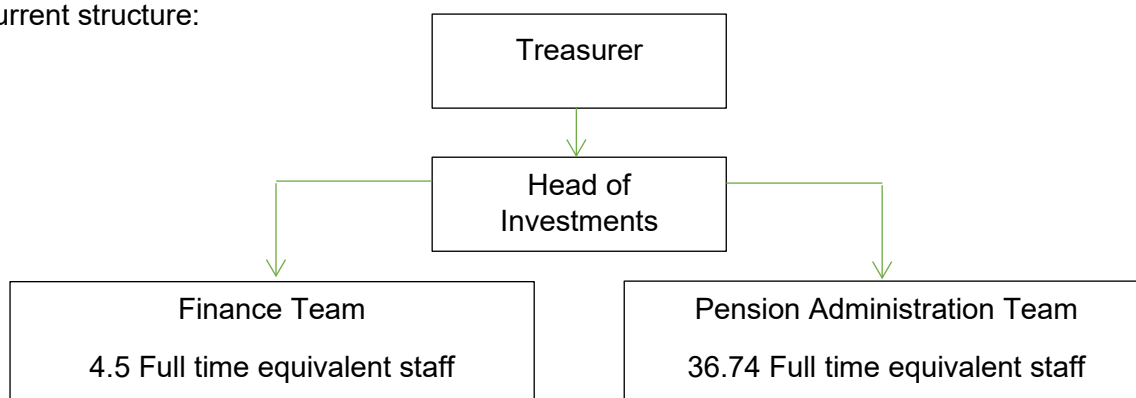
2. How the Fund is run

All aspects of the Fund’s management and administration, including investment matters, are overseen by the Pension Fund Committee (PFC), which is a committee of NYC.

The day to day running of the Fund is delegated to the Treasurer who is the Corporate Director - Resources of NYC and is responsible for implementing the decisions made by the PFC.

Supporting the Treasurer is a team of staff split into two sections. The Pension Administration team administers all aspects of member records, pension benefits etc. and the Finance team looks after the investment, accounting and management information requirements of the Fund. All aspects of the day-to-day management of investments are undertaken by external investment managers.

Current structure:



The Local Pension Board was established on 1 April 2015 under the requirements of the Public Service Pensions Act 2013. It has an oversight and assisting role within NYC to ensure compliance with regulations and ensure effective and efficient governance and administration of the NYPF.

The Scheme is governed by the Public Service Pensions Act 2013 and is administered in accordance with the following secondary legislation:

- LGPS Regulations 2013 (as amended)
- LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended)
- LGPS (Management and Investment of Funds) Regulations 2016

The main systems used in the running of the Fund are Oracle, a third-party finance and accounting system provided by the Oracle Corporation, Altair a third-party pensions administration system provided by Heywood, and i-Connect a third-party online employer portal, also provided by Heywood.

This business plan should be read in conjunction with the Administration Strategy and the Investment Strategy Statement; these are the key documents that set out the principles of the running of the Fund. These documents can be found on the [NYPF's website](#).

3. Principal responsibilities

These responsibilities include:

- Meeting all statutory requirements in the running and operation of the Fund
- Pension administration services including calculating and paying benefits
- Ensuring the accuracy of the member database in partnership with all stakeholders
- Providing information and guidance on pension issues to members, employers and others
- Implementation of the funding strategy to ensure the Fund assets are sufficient to meet the pension liabilities as they fall due
- Implementing the investment strategy, overseeing external investment managers and promoting responsible investment
- Efficient management of the Fund's cash investments and cashflow requirements
- Safekeeping and accounting of Fund assets
- Preparing the Fund's annual report and accounts

4. Purpose of the business plan

As part of its programme of improving the standards of governance across all pension schemes, the Pensions Regulator recommends that each scheme should have a business plan which sets out a clear purpose and strategy.

This plan will guide the delivery of key activities aimed at driving continuous service improvement, while ensuring that day-to-day business operations remain a priority. By having a business plan in place, the PFC gains visibility into anticipated future activities which helps to ensure compliance with legal requirements

This plan will be reviewed annually, and objectives and key actions revised accordingly. Progress reviews will be undertaken every six months and will be reported to the PFC.

5. Overall goal

To continuously develop and improve our services, to put our customers at the heart of everything that we do, and to ensure that sufficient assets and resources are available to pay pension benefits when they fall due.

6. Objectives

The objectives set out below will enable the Fund to achieve its long-term vision.

The Fund will aim to:

- Maximise investment returns
- Manage scheme funding
- Provide excellent customer care
- Ensure effective fund governance
- Manage risks effectively

7. Resources

The following resources have been identified as key to ensuring delivery of the objectives identified:

- Systems and technology which are fit for purpose
- People
 - Focussed on customers' needs
 - Highly skilled and knowledgeable
 - Committed and engaged
- The right information and data
 - Financial
 - Performance
 - Benchmarking
 - Membership
- Third party service providers
 - Actuary
 - Legal Advisers
 - Custodian
 - Fund Managers
 - Investment Consultant and Independent Adviser
 - Software providers
 - Border to Coast Pensions Partnership (BCPP)

These key activities are recorded and scheduled to ensure that the appropriate actions are taken to deliver the business plan.

8. Key Activities

The following key activities have been identified:

			2026/2027				2027/2028				2028/2029			
Key Activity	Responsible Officer	Action Plan	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Funding														
Income monitoring	Head of Investments / Head of Pensions Administration	Expand the use of employer online portal for monthly contribution returns					●							
Income monitoring		Ensure employer contribution rates are being correctly applied following the 2025 valuation.	●											
Investment														
Investment strategy review	Head of Investments	Detailed review alongside each triennial valuation											●	●
Pooling and implementation of investment strategy		Consider the suitability of opportunities such as green bonds, global property and income generation options				●				●				●
Pooling and implementation of investment strategy		Adapt to new pooling requirements and operational arrangements at BCPP	●	●	●	●				●				●
Automation of reporting of accounting and other financial information		Develop automated reporting using the custodian's platform tools, and the Council's new finance to streamline the year end accounts and other accounting processes								●	●			

			2026/2027				2027/2028				2028/2029				
Key Activity	Responsible Officer	Action Plan	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Governance															
LGPS Fit for the Future (including SAB Good Governance recommendations)	Head of Investments / Head of Pensions Administration	Await outcome Gap analysis against existing policies and procedures Update existing or draft new policies and procedures Implement the new requirements	●	●	●										
Administration															
McCloud remedy	Head of Pensions Administration	Recalculate benefits for affected members Implement uplifts across all affected members Communicate changes to affected members		●											
Pensions Dashboard		Await connection to public dashboard						●							
Access and Fairness		Await outcome Recalculate and implement benefits for affected members Communicate changes to affected members Amend internal processes and deliver staff training Update website, guides and letters	●												
LGPS Scheme improvements (access and protections)		Await outcome Amend internal processes and deliver staff training Update website, guides and letters Communicate changes to employers Develop reporting functionality	●	●					●	●					

			2026/2027				2027/2028				2028/2029			
Key Activity	Responsible Officer	Action Plan	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Business Improvement														
Improve self-service functionality	Head of Pensions Administration	Issue targeted communications to promote take up Implement new functionality as it's released by the supplier Review and update online content	●	●	●	●								
Process automation		Develop and roll out refund online functionality Develop and roll out retire online functionality			●									

Business Plan 2026/27 - 2028/29

Vision

To continuously develop and improve our services, to put our customers at the heart of everything that we do and to ensure that sufficient resources are available to pay pension benefits when they fall due

Objectives

Maximise investment returns, manage scheme funding, provide excellent customer care and ensure effective Fund governance

Key Activities

Those additional activities identified as essential in the next 3 years to enable delivery of our vision and objectives

Funding

Income monitoring

Investment

Implementation of new investment strategy

Pensions review conclusions

Pooling investment opportunities

Governance

LGPS Fit for the Future

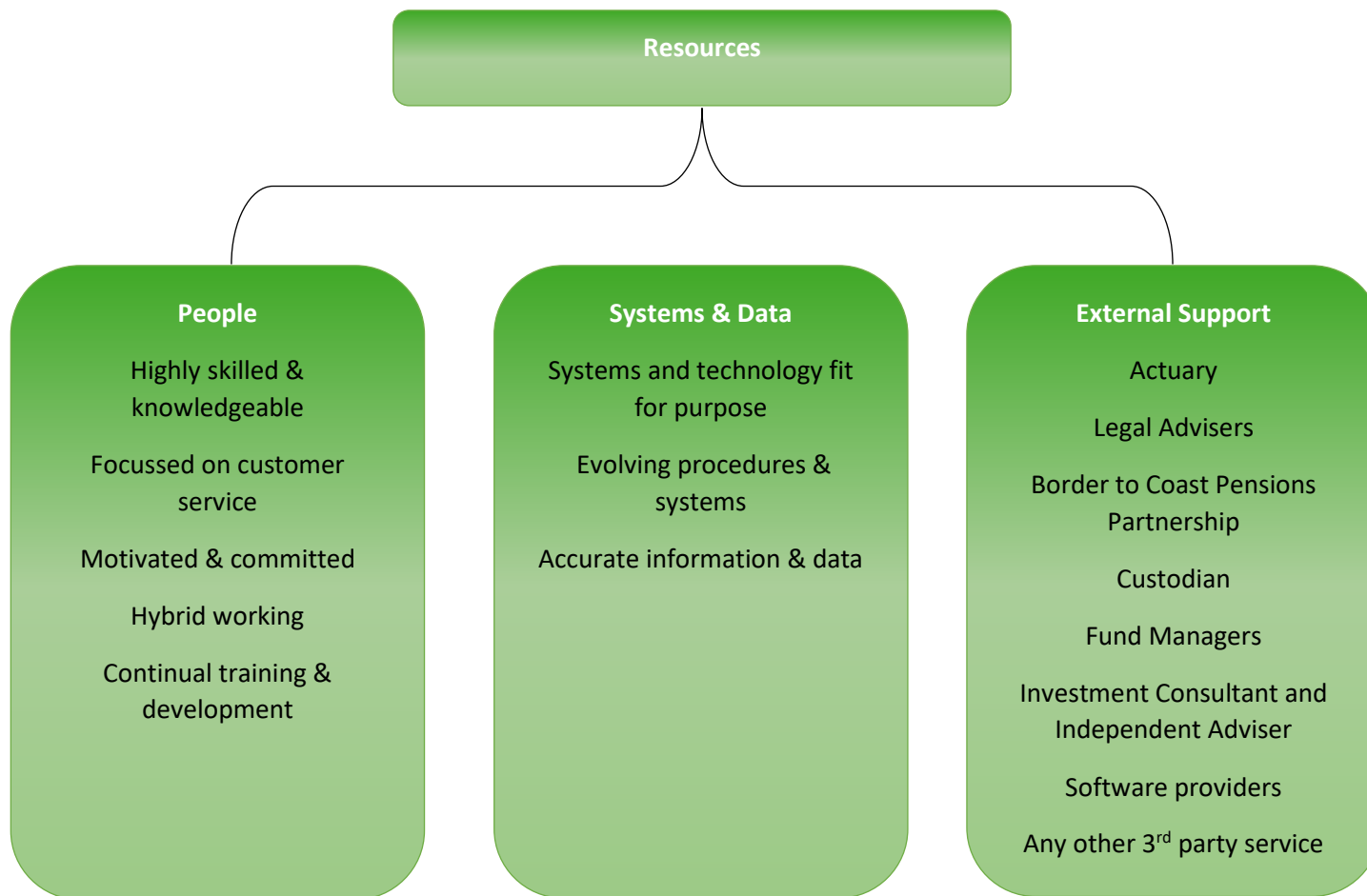
Administration

McCloud remedy
Pensions Dashboard
Access and Fairness

LGPS scheme improvements (access and protections)

Business Improvement

Improve self-service functionality
Process automation



**North Yorkshire Pension Fund - 2026/27 Budget
Cost of Running The Pension Fund**

	Budget 2025/2026 £k	Forecast 2025/2026 at Q3 £k	Variance £k	Estimated Budget 2026/2027 £k
EXPENDITURE				
<u>Admin Expenses</u>				
Finance and Central Services	510	510	-	530
Provision of Pensioner Payroll (ESS)	79	82	3	83
Pensions Administration Team	1,680	1,680	-	1,663
McCloud	30	30	-	15
Other Admin Expenses	619	643	24	483
Total Admin Expenses	2,918	2,945	27	2,774
<u>Oversight and Governance</u>				
Actuarial Fees	102	102	- 0	70
Custodian Fees	79	50	- 29	53
Investment Consultant Fees	200	230	30	150
Pooling: Governance & Projects	578	738	160	564
Other O & G Expenses	162	155	- 6	162
Total Oversight and Governance	1,121	1,276	154	999
<u>Investment Fees</u>				
Performance Fees	1,966	1,829	- 137	
Investment Base Fees	34,700	35,205	505	
Total Investment Fees	36,666	37,034	368	
TOTAL	40,705	41,255	550	3,773

North Yorkshire Pension Fund - Cash Flow Forecast

	2025/2026 Forecast £k	2026/2027 Forecast £k	2027/2028 Forecast £k	2028/2029 Forecast £k
SCHEME PAYMENTS				
Benefits				
Pensions	(140,600)	(149,500)	(158,900)	(168,900)
Lump Sums	(41,700)	(44,300)	(47,100)	(50,100)
	(182,300)	(193,800)	(206,000)	(219,000)
Transfers out	(22,900)	(23,600)	(24,300)	(25,000)
Refunds to leavers	(600)	(600)	(600)	(600)
	(23,500)	(24,200)	(24,900)	(25,600)
Operational Expenses				
Admin Expenses	(3,028)	(2,774)	(2,885)	(3,000)
Oversight and Governance	(1,276)	(999)	(1,044)	(1,086)
	(4,304)	(3,773)	(3,929)	(4,086)
TOTAL PAYMENTS	(210,104)	(221,773)	(234,829)	(248,686)
SCHEME RECEIPTS				
Employer and Employee Contributions	159,800	128,900	132,700	136,700
Transfers in	38,100	26,500	27,300	28,100
TOTAL RECEIPTS	197,900	155,400	160,000	164,800
SCHEME SURPLUS/ (DEFICIT)	(12,204)	(66,373)	(74,829)	(83,886)

North Yorkshire Pension Fund
LGPC Bulletins Log

Bulletin Number	Action	Response
243, 244, 250, 253, 254, 256	All McCloud related items	Included as part of ongoing McCloud project
270 – Nov 2025	TPR publishes revised data quality guidance Review the revised data quality guidance. AVCs template MOU and guidance notes Consider using the template MOU when engaging with your AVC providers.	Completed – 31/01/2026 Completed – 31/01/2026
271 – Dec 2025	Template privacy notices updated Update local versions of your privacy notices with the changes. Pensions dashboards Review your dashboard processes and reporting to take account of this latest update and share this information with your AVC providers. LGA 2026 training programme Please share details of the employer role training with your Scheme employers. Pension schemes newsletter 176 - Transfers to qualifying recognised overseas pension schemes (QROPS) Update process for reporting QROPS transfers to HMRC. The Pensions Ombudsman - Overpayment information for members and beneficiaries Share the information with your members and relevant beneficiaries when issuing communications about a pension overpayment.	In progress Completed – 04/02/2026 Email sent 15/12/2025 Completed – 04/02/2026 Completed – 12/01/2026
272 – Jan 2026	2026/27 employee contribution bands Share the table with your Scheme employers as soon as possible so they can make the changes needed to payroll systems. Review and update your member communications before 1 April 2026. Training Please share details of the employer role training with your Scheme employers.	Completed - 09/02/2026 Completed – 09/02/2026
273 – Mar 2026	Access and Fairness consultation Share information with employers about changes that will affect their LGPS responsibilities. This will include the introduction of QAPAs and other changes related to the gender pensions gap. LGA will issue a special bulletin once the government has published the SI. Communication needed to the employers & website update as soon as this has been issued. Access and Protections consultation The Government has confirmed that it will proceed with plans to extend the LGPS to councillors and mayors in England. Regulations are expected to come into force on 11 May 2026 on an opt in basis. LGA will issue a special bulletin in April and produce a brief guide for councillors and mayors in England. Inform employers affected by the changes. Update the website. Training	Waiting for the LGA bulletin Waiting for the LGA bulletin

	<p>Please share details of the employer role training with your Scheme employers.</p> <p>2026 Pensions Increase multiplier tables</p> <p>HMT have published the 2026 Pensions Increase multiplier tables - website to update with PI details and part year increases</p>	<p>Completed – previously shared on 09/02/2026</p> <p>Completed – 02/03/2026</p>
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Internal Audit Progress Report 2025/26

Date: 2 April 2026

CONTENTS

- 3** Background
- 3** Internal audit progress
- 3** Follow up of agreed actions
- 4** Appendix A: Internal audit work in 2025/26
- 5** Appendix B: Audit opinions and priorities for actions

Background

- 1 Internal audit provides independent and objective assurance and advice on an organisation's operations. It helps the organisation to achieve its overall objectives by bringing a systematic, disciplined approach to the evaluation and improvement of the effectiveness of risk management, control and governance processes.
- 2 The work of internal audit is governed by the Accounts and Audit Regulations 2015 and relevant professional standards. These include the Global Internal Audit Standards and the Application Note: Global Internal Audit Standards in the UK Public Sector.
- 3 The internal audit programme of work was approved by the Pensions Board on 3 April 2025. In accordance with relevant professional standards, the Head of Internal Audit is required to report progress against the internal audit plan (the work programme) and to identify any emerging issues which need to be brought to the attention of the Pensions Board.
- 4 The purpose of this report is to update members on the internal audit activity since that meeting, and to the 20 March 2026.

Internal audit progress

- 5 Information on the internal audit reviews are included in appendix A.
- 6 One audit on Income has reached fieldwork completed stage. A closing meeting where all findings were discussed was held with officers on 19 March 2026. We are working towards issuing a draft report before Easter and agreeing a final report shortly after issue.
- 7 Our definitions for action priorities and overall assurance levels are included in Appendix B.

Follow up of agreed actions

- 8 Actions agreed with services as a result of internal audit work will be followed up to ensure that any identified issues are addressed.
- 9 At the time of writing this report, there are no matters to raise with members.

APPENDIX A: Internal audit work in 2025/26

Final reports issued

Audit	Reported to Committee	Opinion
Maintenance of ICT controls	October 2025	Substantial Assurance
Risk Management	January 2026	Substantial Assurance

In progress and planned audits

Audit	Status
Income (Contributions)	Fieldwork completed
The role of the governing body	Q1 2026/2027

Further explanation of audit progress status

Status	Further explanation
Planning	We are working with officers to define and agree the scope and timing of the internal audit work.
Fieldwork in progress	A specification has been issued and agreed with officers which includes target dates for key work deadlines. Fieldwork has started.
Fieldwork completed	Fieldwork has been completed. Closing meetings to discuss findings are taking place and/or the audit is subject to internal quality assurance review.
Draft report issued	A report with findings has been shared with officers. Appropriately focused actions with deadlines for completion need to be provided by officers before an agreed final report can be issued.

APPENDIX B: Audit opinions and priorities for actions

Audit opinions

Audit work is based on sampling transactions to test the operation of systems. It cannot guarantee the elimination of fraud or error. Our opinion is based on the risks we identify at the time of the audit. Our overall audit opinion is based on four grades of opinion, as set out below.

Opinion	Assessment of internal control
Substantial assurance	Overall, good management of risk with few weaknesses identified. An effective control environment is in operation but there is scope for further improvement in the areas identified.
Reasonable assurance	Overall, satisfactory management of risk with a number of weaknesses identified. An acceptable control environment is in operation but there are a number of improvements that could be made.
Limited assurance	Overall, poor management of risk with significant control weaknesses in key areas and major improvements required before an effective control environment will be in operation.
No assurance	Overall, there is a fundamental failure in control and risks are not being effectively

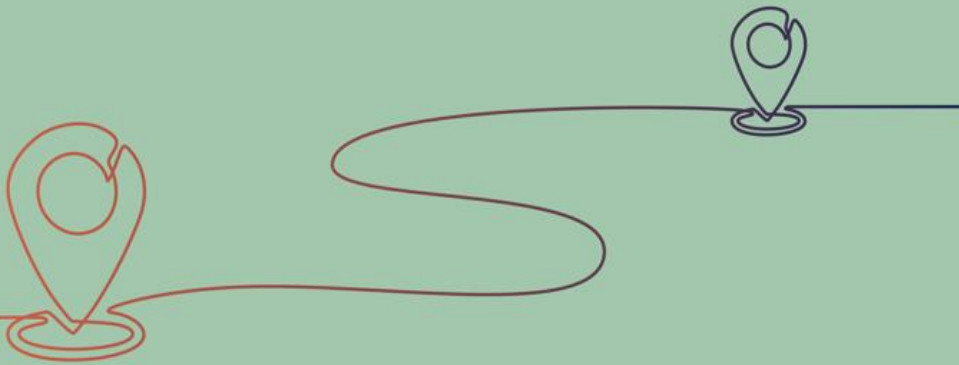
*There are circumstances when it is not appropriate to give an opinion/assurance level on completed work, for example on project, investigations and other targeted support, consultancy, grant certification and follow up work. In these instances a 'No opinion' will be given.

Priorities for findings

Critical	A fundamental system weakness, which presents unacceptable risk to the system objectives and requires urgent attention by management.
Significant	A significant system weakness, whose impact or frequency presents risks to the system objectives, which needs to be addressed by management.
Moderate	The system objectives are not exposed to significant risk, but the issue merits attention by management.
Opportunity	There is an opportunity for improvement in efficiency or outcomes, but the system objectives are not exposed to risk.

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Internal Audit Work Programme 2026/27



CONTENTS

- 3** Introduction
- 3** Regulatory context
- 4** 2026/27 internal audit work programme
- 5** Annex A: internal audit work programme 2026/27

Introduction



- 1 This report sets out the proposed 2026/27 programme of work for internal audit, provided by Veritau for North Yorkshire Pension Fund.
- 2 The work of internal audit is governed by the Global Internal Audit Standards in the UK Public Sector (GIAS UK Public Sector). These standards are made up of:
 - ▲ the Global Internal Audit Standards (GIAS), set by our professional body, The Institute of Internal Auditors, and
 - ▲ the Application Note: Global Internal Audit Standards in the UK Public Sector, produced by the Relevant Internal Audit Standard Setters¹.
- 3 The identification of risks has been informed in a number of ways including the ongoing discussion of risks and priorities with key officers. Proposed work has also taken into account the requirements of The Pensions Regulator's General Code of Practice.
- 4 To help us best meet internal audit professional standards, internal audit should also adopt flexible planning processes. Planned audit work will be regularly reviewed and if required, adjusted in response to changes in the business, risks, operations, programmes, systems and internal controls. This could mean that the work programme changes during the year as risks and priorities change.

Regulatory context



- 5 In March 2024, The Pensions Regulator's General Code of Practice came into effect. The code requires that all pension schemes need to have effective systems of governance and internal controls that:
 - ▲ provide the governing body with oversight of the day-to-day operations of the scheme
 - ▲ include any delegated activities for which the governing body remains accountable
 - ▲ provide the governing body with assurances that their scheme is operating correctly and in accordance with the law
- 6 Expectations on what the systems of governance and internal controls should be in place are included in the code².

¹ The Relevant Internal Audit Standard Setter for UK local government is CIPFA.

² The governing body: Scheme governance pages 68-71 of the TPR General Code of Practice

- 7 The code also requires governing bodies ensure elements of their Effective Systems of Governance (ESOG) are subject to regular internal review. Reviews should assess whether each element is functioning as intended, and whether changes are required. Each element of the ESOG should be reviewed at least every three years (unless otherwise specified in law or the code).
- 8 In 2025/26 we agreed with officers that Internal Audit would take a role in reviewing elements of the ESOG. Many components of the ESOG align with areas where Internal Audit already provides assurance, or could do so. As a result, most audits in the proposed 2026/27 work programme directly support ESOG requirements. We intend to continue this approach in 2026/27.

2026/27 Internal audit work programme



- 9 The proposed internal audit work programme for 2026/27 is included in annex A.
- 10 The exact objectives and scope for each audit will be agreed with the relevant senior officer prior to fieldwork starting.
- 11 For completeness, and to provide extra information on the proposed scope of upcoming work, we have included information in the work programme on the role of the governing body audit, which was referred to in the 2025/26 progress reporting, and which is planned to start in Q1 2026/27.
- 12 We will provide updates on the progress and findings of the work to the Pension Board during 2026/27.

ANNEX A: Draft internal audit work programme 2026/27

Area	Scope of work
Expenditure	To review key controls in respect of the pensions payments made directly from the Altair system. The exact scope is to be agreed with officers.
Internal controls	<p>The Fund's governance and policy documents make up a key part of its internal control framework, helping ensure the scheme is operated in line with legal and scheme requirements.</p> <p>We will test aspects of these internal controls and associated processes to determine whether they meet expected standards and are operating as intended.</p>
Investments	<p>The Pension Regulators General Code of Practice³ (Investment matters) refers to a number of investment areas included elsewhere in the code where it is expected an effective system of governance is in place. The areas include investment governance, decision making, monitoring and stewardship.</p> <p>We will review the arrangements being applied in practice with the expectations per the code.</p>
Role of the governing body	<p>The Pension Regulators General Code of Practice⁴ (Management of activities) refers to a number of areas included elsewhere in the code where it is expected an effective system of governance is in place. The areas include the role of the governing body, meetings and decision making, and knowledge and understanding.</p> <p>We will review the arrangements being applied in practice with the expectations per the code.</p>
Other assurance work	Continuous audit planning and information gathering, and the follow up of work we have already carried out, ensuring that agreed actions have been implemented by management.
Client support, advice and liaison	Meeting with officers and board report preparation and attendance.

³ Paragraph 15 a-f of the Scheme Governance section of TPR Code (p70)

⁴ Paragraph 13 a-g of the Scheme Governance section of TPR Code (p70)

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North Yorkshire Council

Pension Board

2 April 2026

Training

1.0 Purpose of the report

1.1 To provide an update on Pension Board member training.

2.0 Background

2.1 The Training Policy was adopted by the Pension Board at its inaugural meeting in July 2015. This set out the knowledge and understanding requirements of members of the Pension Board, routes to obtaining training, and training review arrangements.

2.2 The Policy states that the suitability of training events and activities should be based on a self-assessment carried out by each Pension Board member. The regulations place the responsibility for making this assessment, and subsequent action to ensure Pension Board members have an appropriate level of knowledge and understanding, on the individual members. In addition, the Pensions Regulator requires that Pension Board members invest time in learning and development.

3.0 Training Activity

3.1 It was previously agreed that, where possible, some training events would be provided immediately prior to the commencement of scheduled meetings of the Board. Arrangements for this training will be made when appropriate.

3.2 Following discussions related to the development of training at both the Board and Pension Fund Committee, the provision of a package of online training sessions has been obtained from a third-party provider, with Hymans Robertson. A Version 2 of the package is now in place and Members will be given advice as to how to access this. It should be noted that Version 2 supersedes the original package, and requires Members to complete the package, whether or not they completed Version 1. Members are encouraged to take part in these sessions.

3.3 At the 15 January 2026, the results of the knowledge assessment survey were noted by Board Members and it was felt that these generally demonstrated a high level of knowledge across the Board.

3.4 Details of training events attended and activities undertaken by Pension Board members are contained in a training record report that is now published with the Annual Report and is no longer circulated with the papers. Board members are asked to advise officers if they have undertaken any training.

3.5 Pension Board Members may wish to discuss the merits of any recently undertaken training activity and, where appropriate, the pros and cons, to inform other Board Members of its usefulness.

3.6 It is recognised that Members of the Board have constraints on their time and may have difficulty in undertaking the necessary training in view of this. Members agreed, therefore, that Board meetings should allow time for Members to undertake training, either individually or collectively.

4.0 Recommendations

- (i) That Members note the content of the report.
- (ii) That Members provide details of any training they wish to be included on their training record.
- (iii) That Members provide details of any issues relevant to the Pension Board, that could be the subject of future training sessions.

Barry Khan
Assistant Chief Executive (Legal and Democratic Services)
County Hall
Northallerton

Report Author: David Smith, Senior Democratic Services Officer

23 March 2026

North Yorkshire Council

Pension Board

2 April 2026

Work Programme

1.0 Purpose of the Report

1.1 To detail the areas of planned work by the Pension Board.

2.0 Future Activity

2.1 Previous reports to the Board have set out a number of areas that could be identified as potential priority areas of work for Board Members to provide scoping reports to subsequent meetings. At previous meetings it was suggested that consideration be given as to how to progress project work more effectively before undertaking any further projects. Further consideration will be given to this matter, going forward.

2.2 Resources would need to be available, via relevant officers, to assist Board Members with their approach to the development of projects subsequently identified.

3.0 Meeting Dates

3.1 2025/26 – all Thursday at 10am

2nd April 2026

3.2 2026/27 – all Thursday at 10am

2nd July 2026

15th October 2026

14th January 2027

1st April 2027

4.0 Recommendation

4.1 That the Pension Board reviews and agrees any updates to the work programme, as set out in Appendix 1.

Barry Khan
Assistant Chief Executive (Legal and Democratic Services)
County Hall
Northallerton

Report Author – David Smith, Senior Democratic Services Officer

23 March 2026

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PENSION BOARD WORK PLAN

		02-Apr-26	02-Jul-26	15-Oct-26	14-Jan-27	01-Apr-27
1	Agree plan for the year				✓	
2	Review Terms of Reference				✓	
3	Review performance against the plan	✓	✓	✓	✓	✓
4	Report to the PFC / NYC – Minutes and Chair's feedback/Annual Report	✓	✓	✓	✓	✓
5	Report to Scheme Advisory Board / MHCLG – via Annual Report		✓	✓		
<u>Compliance checks</u>						
6	Review such documentation as is required by the Regulations	✓	✓			✓
7	Review the outcome of internal audit reports	✓	✓	✓	✓	✓
8	Review the outcome of external audit reports				✓	
9	Review Pension Board Annual Report		✓			
10	Review the compliance of particular issues on request of the PFC – as required					
11	Review the process and note the outcome of actuarial reporting and valuations – every three years					
<u>Administration procedures, performance and Communication</u>						
12	*Review and assist with admin/governance procedures/processes-including monitoring performance admin/governance and employers	✓	✓	✓	✓	✓
13	Annual review of the Internal Dispute Resolution Process, Policy and cases		✓			
14	Annual review of cases referred to the Pensions Ombudsman		✓			
15	*Review the exercise of employer and administering authority discretions		✓			
16	Assist with the development of improved customer services					
17	Review the risk register and management of risk processes and procedure		✓		✓	
18	*Assist in assessing process improvements on request of PFC					
19	Pooling – governance, reporting and transparency	✓	✓	✓	✓	✓
20	*Review scheme member and employer communications					
<u>Training</u>						
21	Review Pension Board knowledge and skills self-assessment	✓	✓		✓	✓
22	Review training log	✓	✓	✓	✓	✓
23	Review training arrangements for the Board and other groups	✓	✓	✓	✓	✓

***Project Work – to be undertaken by individual Members – dependent upon available time and resources – based on relevant issues within the Work Programme**

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