

[Insert Region] Region Fire Pension Officers Group (FPOG)

Terms of Reference

Aim

- To enable sharing of information, expertise and knowledge related to the Fire Pension Schemes and facilitate efficiencies in the implementation and management of the current Fire Pension Schemes and the implementation of the new Fire Pension Scheme 2015
- To enable the sharing of development work/lead activity between the representatives of the region to save duplication of effort
- To provide a framework to consider the approach to the introduction of Pension Boards and on-going support of Pension Boards as appropriate
- To enable the discussion of general pension matters which are of relevance to all Fire Authorities

Attendees:

- HR/Pension/Payroll representative from the following Fire Authority areas:
 - [Insert attendees]
- LGA Firefighters Pension adviser
- Administering Authority representatives
- Other officers to attend as appropriate for their own development or in accordance with specific agenda items.

Frequency of meetings

- Bi-monthly but monthly until at least April 2015

Duration of meetings:

- Two to three hours depending on agenda items

Location of meetings:

- To be hosted on rotation by each Fire Authority area

Chair, agenda and minutes

- The host of the meeting to chair the meeting, accept agenda items and organise a minute taker. Minutes to be circulated to all parties within 10 working days of the meeting.

Link to other structures

- Two attendees from the [Insert Region] Region Fire Pension Officers Group to attend the Technical Working Group and report back to the region
- One attendee to attend the Communications Working Group
- In addition the FPOG will seek to develop a close relationship with the Local Pension Boards when put into place.