



Hereford & Worcester Fire Authority

Policy and Resources Committee

Monday, 14 September 2015, 10:30

Minutes

Members Present: Mr R C Adams, Mr C B Taylor, Mr P A Tuthill, Mr A Fry, Mr R M Udall, Mr J L V Kenyon, Mr B A Baker, Mrs E Eyre, Mr J W R Thomas, Mr R J Phillips

Substitutes: none

Apologies for Absence: Mr D W Prodger MBE, Ms R E Jenkins, Mrs F M Oborski MBE

21 **Declarations of Interest (if any)**

Interests declared at Minute no. 26 and 28

22 **Confirmation of Minutes**

RESOLVED that the minutes of the Policy and Resources Committee held on 25 March 2015 be confirmed as a correct record and signed by the Chairman.

23 **2015/16 Budget Monitoring – 1st Quarter**

Members were informed of the current position on budgets and expenditure for 2015/16.

An ensuing discussion on the recent Government paper 'Enabling closer working between the Emergency Services' took place. Key aspects of the paper were covered. The Chief Fire Officer agreed to bring a report to the Fire Authority meeting on 8 October along with a draft response to be prepared by Group Leaders.

RESOLVED that the forecast revenue underspend of £0.2m (0.6%) be noted.

Quarter 1 Performance Report 2015-16

Members were provided with a summary of Quarter 1 performance against the Fire Authority's Annual Plan 2015-16 using the set of Key Performance Indicators (KPIs) agreed by the Senior Management Board.

It was noted that the report was light on data that related to preventative/education fire safety campaigns and volunteer programmes. The Chief Fire Officer agreed to bring a paper to a future meeting highlighting this on-going work.

Members requested more detailed information relating to the reported RTC data and also requested information on work that HWFRS undertakes over the border.

RESOLVED that Members note the following headlines taken from Appendix 1 relating to performance in Quarter 1 2015-16:

i) The total number of incidents attended in Quarter 1 2015-16 has increased slightly in comparison to Quarter 1 2014-15 yet is still the second lowest total in the nine years the current data set has been collected.

ii) The number of Secondary Fire incidents attended in Quarter 1 2015-16 has increased when compared to the same Quarter last year, although this is still 9.8% below the 5 year average.

iii) The Service attended the second lowest number of Special Service incidents in the 9 years since our records began, which is 11.2% lower than the 5 year average.

iv) False Alarms incidents also recorded the second lowest number attended since records began, which is 4.7% lower than the 5 year average.

v) Sickness levels for all staff have remained within tolerance levels for Quarter 1.

vi) The Service saw a 6% improvement in the percentage of Building Fires that met the 10 minutes attendance standard when compared with the same Quarter in the previous year.

vii) Retained availability has remained at a similar level to Quarter 1

2014-15 at 92.0% compared to 92.1%.

25 Firefighters' Pension Scheme 2015 Discretions

Members were informed of the various discretions exercisable by the Fire Authority in relation to the Firefighters' Pension Scheme 2015 and were recommended to adopt policies in relation to these that were consistent with existing policies in relation to the firefighters Pension Scheme 1992 and 2006.

RESOLVED that:

(i) approval be granted for the discretions detailed in the Statement of Policy (attached at Appendix 1 to these minutes) for:

- a. active membership**
- b. pensionable pay**
- c. contributions during absence from work due to illness, injury, trade dispute or authorised absence**

(ii) the Chief Fire Officer be delegated the discretions detailed in Appendix 2 to these minutes.

26 Local Government Pension Scheme Injury Awards

Cllr Phillips declared a non-pecuniary interest in this item as Chairman of the LG Pension Committee and Member of the Shadow Advisory Board.

Members were informed of the requirement to agree and publish a policy statement on Injury Awards in accordance with Regulation 14 of the Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011.

RESOLVED that the Committee:

(i) approve the discretions detailed in the Statement of Policy for Injury Awards, attached at Appendix 3 to these minutes; and

(ii) delegate to the Chief Fire Officer the discretions detailed in Appendix 3 to these minutes.

27 Employment Monitoring Data 2014 – 2015

Members were asked to note the contents of this report, prior to publication of the Employment Monitoring Data 2014/2015 on the Service's website. With regard to the desire to attract a diverse workforce it was agreed that the Chief Fire Officer would provide all Members with a suitable message for possible inclusion in community newsletters and magazines.

RESOLVED that:

The Committee note the key areas highlighted in the Employment Monitoring Data Report 2014/2015 (Appendix 1) prior to publication on the Service's website and note that:

- **The Exit Interview process and form has been reviewed in order to collate quality data in relation to the reasons for staff leaving the Service.**
- **The "Open for All group" (previously known as the Positive Action Sub Group) is currently exploring ways to develop links with the local community and has established links with publications such as the 'Here for All' magazine within the Polish community.**
- **The Ethical Framework was reviewed in October 2014 and refresher training was delivered during this period. We are currently exploring ways to further embed the Ethical Framework across the Service.**

28 Proposed New Hereford Fire Station

Cllr Baker declared an interest in this item. He informed the Committee that he sits on the Planning Committee at Herefordshire Council. Cllr Baker chose to remain in the room.

Members were informed of the progress regarding the provision of a new joint fire and police station in Edgar Street, Hereford and obtain authorisation to further develop this project.

[12:04 Cllr Udall left the room]

RESOLVED that:

- i) Officers of the Service be authorised to enter into further negotiations between Herefordshire Council, West Mercia and Warwickshire Police and the Fire Authority to provide a new fire**

station in Hereford at a proposed site on Edgar Street; and

ii) the Chief Fire Officer in consultation with the Chairman of the Authority and the Treasurer be authorised to spend up to £75,000 on further work to take the project to planning approval stage;

iii) a further paper, including a detailed cost feasibility be brought to Policy and Resources Committee for final approval before entering into a contract for the acquisition of the site and any disposal of land.

29 Update from the Health and Safety Committee

Members were updated on the activities and items of significance from the Service's Health and Safety Committee.

RESOLVED that the following issues, in particular, be noted:

(i) the involvement of the Service in a number of Health and Safety initiatives at national level;

(ii) the review of asbestos management within the Service prompted by the new national agreement with the Health and Safety Executive (HSE); and

(iii) Health and Safety performance for Quarter 4 of year 2014 - 15 (Jan – Mar 2015)

30 Update from the Joint Consultative Committee

[12:14 Cllr Udall re-entered the room]

Members were informed of the activities of the Joint Consultative Committee (JCC) since March 2015.

RESOLVED that the following items currently under discussion by the Joint Consultative Committee be noted:

(i) Policy on financial assistance for medical treatment

(ii) Project Arrow Update

(iii) Staff Moves (e.g. to Hindlip)

(iv) Voluntary Redundancy

(v) Place Partnership Limited (PPL)

- (vi) Logging of Pre-Arranged Overtime
- (vii) Asbestos (Medicals)
- (viii) Pensions Board
- (ix) Parking

31 Update from the Equality and Diversity Committee

Members were provided with an update from the Equality and Diversity Advisory Group since the last report on 25 March 2015.

Members asked if more data was available on women in the fire service. The Chief Fire Officer agreed to see what information was available.

RESOLVED that the following areas of progress be noted:

- i) the progress undertaken by the Open for All Sub Group;**
- ii) Service representatives attended the recent Asian Fire Service Association (AFSA) AGM and Development Day and provided an overview to the Equality & Diversity Advisory Group;**
- iii) Service representatives attended the recent UK Conference – Women in the Fire Service and will provide an update at the next Equality & Diversity Advisory Group; and**
- iv) the Equality and Diversity Advisory Group has agreed to identify the possibility of creating an over-arching Equality Framework and Action Plan in order to strengthen the current set of Equality Objectives.**

The Meeting ended at: 12:25

Signed:.....

Date:.....

Chairman

DISCRETIONS WITHIN THE FIREFIGHTERS PENSION SCHEME 2015

Under the Scheme rules the fire authority has discretion in relation to the following:

1. Regulation 19 Active membership

A person who is on unpaid authorised absence can count the period as active membership if the scheme manager permits them to be treated as an active member during that period.

Employer's Policy

A period of unpaid authorised leave will be treated as active membership providing both the employee and employer contributions are paid. Refer to discretion for Regulation 111 regarding payment of employer pension contributions.

2. Regulation 17 Pensionable pay

The scheme manager has discretion to determine if continual professional development payments are to be treated as pensionable pay.

Employer's Policy

Continual professional development payments are to be treated as pensionable pay.

3. Regulation 111 Contributions during absence from work due to illness, injury, trade dispute or authorised absence

Where an active member is absent from scheme employment because of illness or injury and not entitled to receive pensionable pay, or because of trade dispute or authorised unpaid absence, they may pay member contributions; if they do, the scheme employer may require that they should also pay employer contributions.

Employer's Policy

The employer pension contributions will be paid by the Service where an employee has a period of unpaid authorised leave due to illness or injury that has arisen out of authorised duty.

The employee will be required to pay both the employee and employer pension contributions for a period of unpaid authorised absence in relation to a trade dispute.

Discretion is delegated to the CFO for decision on payment of employer pension contributions where an employee has a period of unpaid authorised leave not detailed above. The CFO will consider the relevant circumstances and any decision will be made in the best interests of the fire authority. The CFO will be advised by the Treasurer, Monitoring Officer and the HR Manager.

MINUTE Appendix 2

FIREFIGHTERS PENSION SCHEME 2015 DISCRETIONARY POWERS DELEGATED BY THE FIRE AUTHORITY

The decisions for the following discretions are delegated to the Chief Fire Officer (CFO) who will consider the relevant circumstances and any decision will be made in the best interests of the fire authority. The CFO will be advised by the Treasurer, Monitoring Officer and the HR Manager.

Opting Out

1. Opting into this scheme (Regulation 12)

An optant-in will become an active member of the scheme with effect from the beginning of the first pay period following the date on which the option is exercised. There is an option for the scheme manager to vary the date on which the person becomes an active member, to such other time as the scheme manager considers appropriate. [Regulation 12(5)]

2. Opting out after the first three months (Regulation 16)

An optant-out ceases to be in pensionable service with effect from the first day of the first pay period following the date on which the option is exercised. If the scheme manager considers that day to be inappropriate, it may vary the date to the first day of any later pay period as the scheme manager does consider appropriate. [Regulation 16(2)(b)]

Pension Accounts

3. Establishment of pension accounts: general (Regulation 28)

The scheme manager must establish and maintain pension accounts for scheme members, but they may be kept in such form as the scheme manager considers appropriate. [Regulation 28(2)]

4. Closure and re-establishment of active member's account (Regulation 37)

If a member has more than two active member's account and ceases pensionable service with less than three months' qualifying service in respect of one account, that account must be closed and benefits aggregated with one of the others; the member may select which one. If the member fails to choose, the scheme manager has discretion to choose. [Regulation 37(3), (4) and(5)]

5. Closure of deferred member's account after gap in pensionable service not exceeding five years. (Regulation 49)

If a deferred member re-enters pensionable employment after a gap of five years or less, the scheme manager must close the deferred member's account and re-establish the active member's account, transferring entries from the deferred account.

If the person had more than one relevant deferred member's account, they must select – within three months of re-entering scheme employment - which one should close. If they

fail to make a selection, the scheme manager must make the choice for them.
[Regulation 49(3) and (4)]

Contributions

6. Member contributions (Regulation 110)

Where there is a change in scheme employment or a material change which affects the member's pensionable pay in the course of a financial year and the revised amount falls into a different contribution rate band, the scheme manager must determine that this rate should be applied and inform the member of the new contribution rate and the date from which it is to be applied. [Regulation 110(5)]

When identifying the appropriate contribution rate, a reduction in pay in certain circumstances as listed in Regulation 110 are to be disregarded. In addition, the scheme manager can specify the circumstances in a particular case where a reduction in pensionable pay will be disregarded. [Regulation 110(7)(h)]

7. Deduction and payment of contributions (Regulation 114)

Member contributions due under Regulation 110 may be deducted by the scheme employer from each instalment of pensionable pay as it becomes due, unless another method of payment has been agreed between the scheme manager and the member. [Regulation 114(1)]

Contributions due in respect of absence from work on reserve forces service leave may be deducted from any payment made under Part 5 of the Reserve and Auxiliary Forces (Protection of Civil Interests) Act 1951. [Regulations 114(2)]

Contributions which the member is required to pay, or has elected to pay under Regulations 111 and 113 may be paid by a lump sum or by deduction from instalments of pensionable pay as agreed between the member and the scheme manager. [Regulation 114(3)]

Transfers

8. Statement of entitlement (Regulation 135)

The scheme manager must specify in a statement of entitlement the "guarantee date" date by reference to which the cash equivalent or club transfer value is calculated; this date must fall within the three months beginning with the date of the member's application for the statement of entitlement and within ten days ending with the date on which the member is provided with the statement. The scheme manager has discretion, if it believes reasonable, to extend this date to within six months of the date of the member's application if, for reasons beyond the scheme manager's control, the information needed to calculate the transfer value cannot be obtained before the end of the three month period. [Regulation 135(4)]

9. Request for acceptance of a transfer payment (Regulation 141)

There is a time limit of one year from becoming an active member in which a person can request a transfer payment from a non-occupational pension scheme. The scheme manager has the discretion to extend this period. [Regulation 141(3)]

10. Transfer statement (Regulation 142)

The scheme manager can require an active member to ask the scheme manager of a previous non-club pension scheme to provide a statement of the amount of transferred pension that the member would be entitled to count provided that the transfer date falls within two months of the date of the statement. [Regulation 142(2)]

11. Club transfer value statement (Regulation 144)

The scheme manager can require an active member to ask the scheme manager of a previous club pension scheme to provide a statement of the amount of transferred pension that the member would be entitled to count provided that the transfer date falls within two months of the date of the statement. [Regulation 144(2)]

12. Employer initiated retirement (Regulation 62)

An employer can determine that an active member age 55 or over but under age 60 who on the grounds of business efficiency is dismissed or has their employment terminated by mutual consent, can receive immediate payment of retirement pension without the early payment reduction.

An employer may only use this discretion if the employer determines that a retirement pension awarded on this basis would assist the economical, effective and efficient management of its functions having taken account of the costs likely to be incurred in the particular case. [Regulation 62(1) and (2)]

13. Exercise of partial retirement option (Regulation 63)

An active member aged at least 55 who would be entitled to immediate payment of pension if they leave pensionable service and who claims payment of the pension, may opt to claim the whole of their accrued pension but continue in pensionable service. The person concerned must give appropriate notice to the scheme manager and the partial retirement option is taken to be exercised on a date agreed between the member and the scheme manager. [Regulation 63(5)]

14. Consequences of review (Regulation 69)

If, following the review of a lower tier ill-health pension under Regulation 68, the scheme manager determines that the recipient is capable of performing the duties appropriate to the role from which the person retired on grounds of ill-health, the employer must consider whether or not to make an offer of re-employment. [Regulation 69(3)]

15. Commencement of pensions (Regulation 70)

If a deferred member requests, and is entitled to, the early payment of retirement pension on grounds of ill-health, the scheme manager must determine the date of payment as being the date on which the person became incapable of undertaking regular employment because of infirmity of mind or body or, if that date cannot be ascertained, the date of the member's request for early payment. [Regulation 70(7)]

If a deferred member requests deferral of payment of a deferred pension beyond deferred pension age, or requests early payment with an early payment reduction before deferred

pension age, the scheme manager will decide the payment date after the claim for payment has been made. [Regulation 70(8)]

Allocation

16. Allocation election (Regulation 72)

The scheme manager must give consent for the allocation of a portion of pension to a dependant who is not the spouse, civil partner or cohabiting partner of an active or deferred member. (Consent can be withheld if the scheme manager is not satisfied that the person nominated is not substantially dependent of the active member.) [Regulation 72(3)(b) and (4)]

17. Adjustment of allocated benefit (Regulation 75)

If a member who has made an allocation election dies after reaching age 75, and the amount of allocated pension does not qualify as a dependant's scheme pension under section 167 of the Finance Act 2004 (pension death benefit rules), the amount may be adjusted in a manner determined by the scheme manager. [Regulation 75(1) and (2)]

Death Benefits

18. Meaning of "surviving partner" (Regulation 76)

A cohabiting partner may be considered a "surviving partner" and potentially qualify for a pension provided they meet certain conditions, one of which is that they must have been in a "long-term relationship" – a continuous period of at least two years – at the date at which entitlement needs to be considered. The scheme manager has discretion to allow the person to qualify where the period is less than two years. [Regulation 76(1)(b)(v) and (2)]

19. Person to whom lump sum death benefit payable (Regulation 95)

The scheme manager has absolute discretion as to the recipient of any lump sum death benefit payable. [Regulation 95]

20. Payment of pensions under Part 6 "Death Benefits" (Regulation 100)

If a child's pension is due in respect of an eligible child under age 18, the scheme manager will determine to whom it should be paid and will give directions to that person as to how the payment should be applied for the eligible child's benefit. [Regulation 100(2)]

21. Surviving partner's pensions and eligible child's pensions: suspension and recovery (Regulation 101)

A scheme manager has the right to cease paying a surviving partner's pension and/or eligible child's pension and recover any payment made in respect of a pension where it appears to the scheme manager that the recipient made a false declaration, or deliberately suppressed a material fact in connection with the award. (This does not affect the scheme manager's right to recover a payment or overpayment under any other provision where the scheme manager considers it appropriate to do so.) [Regulation 101(2) and (3)]

22. *Provisional awards of eligible child's pensions: later adjustments (Regulation 102)*

If children's pensions have been made to certain persons on the basis that they were eligible children and there were no others, and subsequently it appears that any of those children were not eligible, or there was a further eligible child to whom no payment has been made, or that a child born after the member's death is an eligible child, the scheme manager has discretion to adjust the amount of pensions as required in view of the facts as they subsequently appear. The adjustments may be made retrospectively. (This does not affect the scheme manager's right to recover a payment or overpayment under any other provision where the scheme manager considers it appropriate to do so.) [Regulation 102(2) and (3)]

23. *Adjustment of benefits to comply with FA 2004 where members die over 75 (Regulation 104)*

If a member dies after reaching age 75 and any part of a pension to which a person becomes entitled on the death would not qualify as a dependant's scheme pension for the purposes of section 167 of the Finance Act 2004 (the pension death benefit rules), the scheme manager has discretion to adjust the benefit payable to the person so that it would qualify under that section of the Act. [Regulation 104(1)(a) and (2)]

Appeals and determinations

24. *Determinations by the scheme manager (Regulation 151)*

It is the scheme manager that must determine whether a person is entitled to an award or to retain an award. [Regulation 151]

25. *Role of IQMP in determinations by the scheme manager (Regulation 152)*

The scheme manager must select an Independent Qualified Medical Practitioner to provide a written opinion in respect of medical matters which may only be decided by having regard to such an opinion. [Regulation 152(1)]

If a person wilfully or negligently fails to submit to medical examination by the selected IQMP and the IQMP is unable to give an opinion on the basis of the medical evidence available, the scheme manager can make the determination based on such medical evidence as the scheme manager thinks fit, or without medical evidence. [Regulation 152(7)]

26. *Review of medical opinion (Regulation 153)*

Where a member requests a review of an IQMP's opinion in the light of new evidence received by the scheme manager within 28 days of the member having received the opinion, the scheme manager may agree to giving the IQMP the opportunity of reviewing the opinion. [Regulation 153(1).

Upon receiving the IQMP's response the scheme manager must confirm or revise its original determination and advise the member accordingly. [Regulation 153(4) and (5)]

27. *Notice of appeal (Regulation 155)*

If a member wishes to appeal against a determination made by the scheme manager and their grievance lies in the medical opinion upon which the determination was based, they

can appeal to a board of medical referees. The appeal must be made within 28 days of the date on which the member receives the relevant documents under Regulation 154(4).

If the appeal is not made within this time limit and the scheme manager is of the opinion that the person's failure to give notice within the required period was not due to the person's own default, the scheme manager has a discretion to extend the time limit for such period as the scheme manager considers appropriate, not exceeding six months from the date the Regulation 154(4) documents were supplied. [Regulation 155(2)]

28. Procedure where appeal to be pursued (Regulation 157)

The scheme manager must decide which persons will attend the interview as its representatives. The scheme manager must also decide whether or not to submit written evidence or a written statement (and must decide a response to any written evidence or written statement from the appellant). [Regulation 157(6) to (9)]

29. Expenses of each party (Regulation 161)

If the medical appeal board determines in favour of the scheme manager and states that in its opinion the appeal was frivolous, vexatious or manifestly ill-founded, the scheme manager can require the appellant to pay it such sum not exceeding the total amount of the fees and allowances payable to the board under Regulation 160(1) as the scheme manager considers appropriate. [Regulation 161(2)]

If the appellant withdraws the appeal requesting cancellation, postponement or adjournment of the date appointed for interview and/or medical examination less than 22 working days before the date appointed, the scheme manager can require the member to pay it such sum not exceeding the total amount of the fees and allowances payable to the board under Regulation 160(1) as the scheme manager considers appropriate. [Regulation 161(3)(a)]

If the appellant's acts or omissions cause the board to cancel, postpone or otherwise adjourn the date appointed for interview and/or medical examination less than 22 days before the date appointed, the scheme manager can require the member to pay it such sum not exceeding the total amount of the fees and allowances payable to the board under Regulation 160(1) as the scheme manager considers appropriate. [Regulation 161(3)(b)]

Payment of pensions

30. Commutation of small pensions (Regulation 167)

If the pension entitlement of a member of the scheme, or the pension entitlement of a member's beneficiary, does not exceed the small pensions commutation maximum the scheme manager may pay the entitlement as a lump sum. This would, however, be subject to the consent of the recipient and must comply with the commutation provisions that apply in the circumstances. [Regulation 167(3)]

31. Payments for persons incapable of managing their affairs (Regulation 168)

If it appears to the scheme manager that a person other than an eligible child who is entitled to benefits under the scheme, is by reason of mental incapacity or otherwise, incapable of managing his or her affairs, the scheme manager may pay the benefits or

any part of them to a person having the care of the person entitled, or such other person as the scheme manager may determine, to be applied for the benefit of the person entitled. If the scheme manager does not pay the benefits in this way, the scheme manager may apply them in such manner as it may determine for the benefit of the person entitled, or any beneficiaries of that person. [Regulation 168]

32. *Payments due in respect of deceased persons (Regulation 169)*

If, when a person dies, the total amount due to that person's personal representatives under the scheme (including anything due at the person's death) does not exceed the limit specified in the Administration of Estates (Small Payments) Act 1965, the scheme manager can pay the whole or part of the amount due to the personal representatives or any person or persons appearing to the scheme manager to be beneficially entitled to the estate, without requiring the production of grant of probate or letters of administration. [Regulation 169]

Forfeiture

33. *Forfeiture: offences committed by members, surviving partners or eligible children (Regulation 171)*

If a member, surviving partner or eligible child is convicted of a relevant offence, the scheme manager can withhold pensions payable under the scheme to a member, any person in respect of the member, a surviving partner or an eligible child, to such extent and for such duration as it considers appropriate. "Relevant offence" is defined in this Regulation. The definition includes offences injurious to the State (including treason) or likely to lead to a serious loss of confidence in the public service. There are certain conditions set out in the Regulation, e.g. it is only the part of the pension that exceeds any guaranteed minimum pension that can be withheld. [Regulation 171(1), (2), (3) and (5).]

Where a pension is withheld, the scheme manager can at any time, and to such extent and for such duration as the manager thinks fit, apply the pension for the benefit of any dependant of the member or restore it to the member. [Regulation 171(4)]

34. *Forfeiture of pensions: offences committed by other persons (Regulation 172)*

If a surviving partner or eligible child is convicted of the murder of a scheme member from whose benefits their pension would be derived the scheme manager must withhold all of the survivor's or child's pension otherwise payable. However, if a surviving partner or eligible child is convicted of the manslaughter of the member or any other offence, apart from murder, of which the unlawful killing of the member is an element, the scheme manager has discretion as to whether or not to withhold the pension to which they would otherwise be entitled. The amount withheld must only be that part of the pension which exceeds any guaranteed minimum pension. If the conviction is subsequently quashed, the pension must be restored with effect from the day after the date on which the member died. If, after the conviction has been quashed, the person is again convicted of murder, manslaughter or an associated offence as outlined above, any restoration is cancelled. [Regulation 172(1) to (5)]

35. *Forfeiture of lump sum death benefit: offences committed by other persons (Regulation 173)*

If a person is convicted of a relevant offence, i.e. the murder or manslaughter of the member, or any other offence of which the unlawful killing of the member is an element, the scheme manager must withhold all of any lump sum death benefit payable to that person. If, however, the conviction is subsequently quashed on appeal, the scheme manager may, to such extent and for such duration as it thinks fit, restore to the person the amount of benefit withheld. If after the conviction has been quashed, the person is again convicted of murder, manslaughter or an associated offence as outlined above, any restoration is cancelled. [Regulation 173]

36. *Forfeiture: relevant monetary obligations and relevant monetary losses (Regulation 174)*

If a member has a relevant monetary obligation or has caused a relevant monetary loss, the scheme manager may, to such extent and for such duration as it considers appropriate, withhold benefits payable to that person under the scheme. "Relevant monetary obligation" and "relevant monetary loss" are defined in the Regulation. There are certain limits, e.g. the amount withheld may only be that which exceeds the person's guaranteed minimum pension and the scheme manager may only withhold it if there is no dispute about the amount or, if there is, there is a court order or the award of an arbitrator. The monetary obligation must have been incurred to the employer after the person became an active member and arising out of or connected with the scheme employment in respect of which the person became a member of the scheme, and arising out of the person's criminal, negligent or fraudulent act or omission. The procedure is set out in Regulation 176. [Regulation 174]

37. *Set-off (Regulation 175)*

A scheme manager has a discretion to set off a "relevant monetary obligation" against a member's entitlement to benefits under the scheme, subject to certain conditions which are similar to those contained in Regulation 174 (Forfeiture). The procedure is set out in Regulation 176. [Regulation 175]

Payment and Deduction of Tax

38. *Payment on behalf of members of lifetime allowance charge (Regulation 178)*

At a scheme member's request, the scheme manager may pay on the member's behalf any amount that is payable by way of the lifetime allowance charge under section 214 of the Finance Act 2004. The scheme manager may only comply with the request if the member pays it the amount in question on or before the date on which the event occurs or the member authorises the deduction of the amount from a lump sum becoming payable to the member under the scheme at the same time as the event occurs. [Regulation 178]

39. *Evidence of entitlement (Regulation 184)*

The scheme manager can require any person who is in receipt of a pension or may have entitlement to a pension or lump sum under the scheme to provide such supporting evidence as the scheme manager may reasonably require so as to establish the person's identity and their continuing or future entitlement to the payment of any amount under the scheme. [Regulation 184(1) and (2)]

If a person fails to comply with the scheme manager's requirements in this respect, the scheme manager can withhold the whole or part of any amount that it otherwise considers to be payable under the scheme. [Regulation 184(3)]

Added pension

40. *Amount of accrued added pension may not exceed overall limit of extra pension (Schedule 1 Part 1, Paragraph 4)*

The total amount of accrued added pension must not exceed a certain limit. If it appears to the scheme manager that a member who has elected to make periodical contributions will exceed the limit the scheme manager may cancel the election (by written notice to the member). [Schedule 1 Part 1, Paragraph 4]

41. *Member's election to make periodical contributions for added pension (Schedule 1 Part 1, Paragraph 7)*

If a scheme member wishes to make periodical payments for added pension, the scheme manager can set a minimum amount which must be paid. [Schedule 1 Part 1, Paragraph 7(3)]

42. *Periodical payments (Schedule 1 Part 2, Paragraph 8)*

If a scheme member wants to make periodical payments for added pension, but does not want them to be deducted from pensionable pay, the scheme manager may agree another method of payment. [Schedule 1 Part 2, Paragraph 8 (3)]

43. *Periodical payments during periods of assumed pensionable pay (Schedule 1 Part 2, Paragraph 10)*

After a period of assumed pensionable pay or a period of reduced pay, the member may give written notice to the scheme manager authorising the employer to deduct the aggregate of payments – which would have been made but for the leave – from the member's pay during the period of six months from the end of the period of reduced pay. The scheme manager can extend this period of six months. [Schedule 1 Part 2, Paragraph 10(4)]

Tapered Protection

44. *Meaning of "tapered protection closing date" (Schedule 2 Part 1, Paragraph 3)*

The tapered protection closing dates for tapered protection members are given in the 1992 scheme tables in Schedule 2 Part 4. In most cases the appropriate closing date can be ascertained by reference to the band of dates in which the firefighter's birthday falls. The tapered protection date for a tapered protection member of FPS 2006 to whom paragraph 9(5) or 21 applies (members returning to pensionable service) is determined by the scheme manager. [Schedule 2 Part 1, Paragraph 3(3); Schedule 2 Part 2, Paragraph 9(5); and Schedule 2 Part 3, Paragraph 21]

Hereford & Worcester Fire Authority

The Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011

The Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011 requires employers to publish a written statement and to keep that statement under review the policy that it will apply in the exercise of its discretionary powers to make any award under the Injury Allowances Regulations.

This Statement is applicable to all non-uniformed employees of HWFRS who are eligible to be members of the Local Government Pension Scheme.

The decisions for the following discretions are delegated to the Chief Fire Officer (CFO) who will consider the relevant circumstances and any decision will be made in the best interests of the fire authority. The CFO will be advised by the Treasurer, Monitoring Officer and the HR Manager.

Regulation 3(1)

Whether to grant an injury allowance following reduction in remuneration as a result of sustaining an injury or contracting a disease in the course of carrying out duties of the job.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 3(4) and 8

Amount of injury allowance following reduction in remuneration as a result of sustaining an injury or contracting a disease in the course of carrying out duties of the job.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 3(2)

Determine whether person continues to be entitled to an injury allowance awarded under regulation 3(1).

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 4(1)

Whether to grant an injury allowance following cessation of employment as a result of permanent incapacity caused by sustaining an injury or contracting a disease in the course of carrying out duties of the job.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 4(3) and 8

Amount of injury allowance following cessation of employment as a result of permanent incapacity caused by sustaining an injury or contracting a disease in the course of carrying out duties of the job.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 4(2)

Determine whether person continues to be entitled to an injury allowance awarded under regulation 4(1).

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 4(5)

Whether to suspend or discontinue injury allowance awarded under regulation 4(1) if person secures paid employment for not less than 30 hours per week for a period of not less than 12 months.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis. Although it is likely that an injury allowance would be suspended or discontinued if an individual secures paid employment for not less than 30 hours per week.

Regulation 6(1)

Whether to grant an injury allowance following cessation of employment with entitlement to immediate LGPS pension where a regulation 3 payment was being made at date of cessation of employment but regulation 4 does not apply.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 6(1)

Determine amount of any injury allowance to be paid under regulation 6(1)

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 6(2)

Determine whether and when to cease payment of an injury allowance payable under regulation 6(1)

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 7(1)

Whether to grant an injury allowance to the spouse, civil partner, nominated co-habiting partner or dependent of an employee who dies as a result of sustaining an injury or contracting a disease in the course of carrying out duties of the job.

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis however it is unlikely that an injury allowance would be granted.

Regulation 7(2) and 8

Determine amount of any injury allowance to be paid under regulation 7(1)

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.

Regulation 7(3)

Determine whether and when to cease payment of an injury allowance payable under regulation 7(1)

Employer's Statement of Policy

Hereford & Worcester Fire Authority will consider each case on an individual basis.