



HUMBERSIDE FIRE AND RESCUE SERVICE

People & Development

Early Retirement Scheme (LGPS) Policy

Owner	Executive Director of People & Development
Responsible Person	Head of Human Resources
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What we must
do well



How we support our
communities



We value and support
the people we employ



We efficiently manage
the Service

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1. INTRODUCTION

Humberside Fire and Rescue Service (HFRS) is committed to ensuring good employment practice and this policy provides for early retirement provisions to be granted in line with the Local Government Pension Scheme (LGPS) subject to employer agreement and discretion having been exercised strictly in accordance with the procedure and Fire Authority Approval having been given.

Core Code of Ethics

HFRS has adopted the Core Code of Ethics for Fire and Rescue Services. The Service is committed to the ethical principles of the Code and strives to apply them in all we do, therefore, those principles are reflected in this Policy.

National Guidance

Any National Guidance which has been adopted by HFRS, will be reflected in this Policy.

2. EQUALITY AND INCLUSION

HFRS has a legal responsibility under the Equality Act 2010, and a commitment, to ensure it does not discriminate either directly or indirectly in any of its functions and services nor in its treatment of staff, in relation to race, sex, disability, sexual orientation, age, pregnancy and maternity, religion and belief, gender reassignment or marriage and civil partnership. It also has a duty to make reasonable adjustments for disabled applicants, employees and service users.

3. AIM AND OBJECTIVES

The aims and objectives of this policy are to ensure that, where applicable, employees are aware of the early retirement provisions to be granted in line with the Local Government Pension Scheme (LGPS). This provision is subject to employer agreement and discretion having been exercised strictly in accordance with the procedure and Fire Authority Approval having been given.

4. ASSOCIATED DOCUMENTS

- [Equality Impact Analysis](#)
- Legal References
 - [Local Government Pension Scheme \(LGPS\)](#)
- National Guidance
There is no specific National Guidance relevant to this policy.

5. THE EARLY RETIREMENT PENSION

An employee may wish to be considered for early/flexible retirement and as a result gain early access to a pension. Voluntary early retirement will involve additional cost

for the Local Government Pension Scheme and hence to HFRS. For the individual, other than in a very small number of exceptions, where protections apply, a pension paid earlier than the normal retirement date will involve a reduced pension payment.

In addition, in certain circumstances as defined below, HFRS may wish to consider offering early/flexible retirement in the interests of the efficiency of the Service to an individual.

Early payment of a pension incurs a cost to the pension scheme. Whether early retirement is voluntary or in the interests of the efficiency of the Service, the granting of an early/flexible retirement pension will be entirely discretionary.

Before consent is given by the Service, proper consideration will be given by the Chief Fire Officer to the employer costs incurred, the organisational benefits which would be likely to accrue, as well as the impact and risks associated with an individual's departure.

6. EARLY/FLEXIBLE RETIREMENT – VOLUNTARY

An individual may make an early/flexible retirement request through his/her line manager or alternatively through the HR Team. However, it will be the responsibility of the HR Team to forward the details of the request to the administrators of the Local Government Pension Scheme (LGPS) and to acquire a quotation for consideration by the Chief Fire Officer.

The Chief Fire Officer will then give consideration to the request and in appropriate circumstances, make a recommendation to the Fire Authority. The same governance arrangements as in early retirement in the interests of the efficiency of the service (below) will apply.

In the event that the early/flexible retirement request is granted by the Fire Authority it will be within the discretion of the Chief Fire Officer to determine what it considers to be an appropriate leaving date for the individual concerned.

In no circumstances will augmentation of a voluntary early retirement request be considered.

7. EARLY RETIREMENT IN THE INTERESTS OF THE EFFICIENCY OF THE SERVICE

Early/flexible retirement in the interests of the efficiency of the Service for employees should be viewed in a different light from redundancy. It is an option available to the Service and entirely at its discretion in the following exceptional circumstances:

- to facilitate an internal reorganisation

or where an employee:

- is on a protected grade and/or the replacement will be appointed on the actual lower grade.

- has failing health which is not severe enough to qualify for an ill-health retirement but which nevertheless reduces his/her efficiency.
- is unable to cope with changes which, of necessity, occur in a dynamic organisation i.e. value for money initiatives, technological innovations, or service reorganisation.
- is unable to implement changes to working methods and practices required by management without causing industrial relations problems.

If one of the situations outlined above applies and if termination of employment on the grounds of capability or conduct is not the correct solution, early retirement in the interests of the efficiency of the Service may be considered.

In such cases employees who are aged 55 or over and members of the LGPS may be considered for early access to their pension. See paragraph 3 above.

In no circumstances will augmentation of a retirement in the interests of the efficiency of the Service be considered.

8. EARLY RETIREMENT DUE TO ILL HEALTH

Information relating to an early retirement due to ill health can be found within the Absence Management Policy.

9. GOVERNANCE

Approval of early retirement in the interests of the efficiency of the Service is a responsibility of the Fire Authority. Normally the Head of HR will prepare a report for consideration by the Executive Director of People and Development regarding any individual case requiring consideration. The report will be presented to the Chief Fire Officer. The Executive Director of People and Development, together with the Executive Director of Finance and Section 151 Officer must agree the financial implications prior to a decision being taken to seek Fire Authority approval of a recommendation to grant an early retirement pension.

10. FUNDING AND REPAYMENTS

The scheme administrators will advise on the specific "strain" costs in any individual case. The scheme administrators allow for the repayment of "strain" costs incurred to be spread over three years plus a surcharge and the Executive Director of Finance and Section 151 Officer will decide whether this repayment method will apply in any individual case.

**If you require any further guidance / information in relation to this policy,
please contact Human Resources**