

The Chief Executives, Fife Council and Dumfries & Galloway
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Dear Colleague

SCOTTISH FIRE AND RESCUE SERVICE CIRCULAR No 11/2007

FIREFIGHTERS PENSION SCHEME

This circular covers:

- A. New Firefighters' Pension Scheme**
- B. Role of a Sub-scheme Administrator**

This circular should be brought to the attention of your fire authority, pension managers, and active members of the NFPS

A. New Firefighters' Pension Scheme:

1. Contracted-out status

DCLG have applied to HM Revenue and Customs for a contracting-out certificate for the New Firefighters' Pension Scheme to be effective from 6th April 2006. The scheme actuary has issued a Reference Scheme Test Certificate (RSTC) confirming that the scheme satisfies the reference test for contracting-out status.

A pre-requisite for registration is the publication of the benefits of contracting-out. A note detailing the National Insurance contribution rates is attached at Annexe A. Could you please arrange for this to be issued to members of the NFPS.

To complete the process HMRC have advised that they will require an election on form APSS101 from each sub scheme administrator. DCLG had hoped that the election to contract-out could be handled centrally so that individual forms would not be necessary, particularly as much of the election form does not apply to public service pension schemes, but unfortunately this is not permitted. This mirrors the



process that some pension administrators may already have undertaken with regard to the New Police Pension Scheme.

Each UK Fire and Rescue Authority is therefore required to complete a form APSS101. The form can be downloaded from:

<http://www.hmrc.gov.uk/pensionschemes/apss101.pdf>

For those who are not familiar with form APSS101 guidance on completing the form is provided below and an example form is attached at Annexe B.

Part Number	Information Required
Part 1 - General	
1.1	Insert "New Firefighters' Pension Scheme 2006" followed by the name of your Fire and Rescue Authority.
1.2	Enter the NFPS PSTR: 00677944RB
1.3	Leave blank - not applicable
1.4	Leave blank - not applicable
2	Tick box 2 (COSR)
3	Enter 6 / 4 / 06
4	Enter details (preferably including a named individual) of the body responsible for day to day sub-scheme administrator duties. This is likely to be either the FRA or the FRA's pensions practitioner.
5	Leave blank - not applicable
6	Tick "Yes"
Part 2 - Occupational pension schemes	
7.1	Tick the first box and enter 31/3/07 (NB: End of Options Exercise)
7.2	Tick the first box
7.3	Tick the second and the fourth box
8.1	Tick the first box (Public service) and the sixth box (Centrally administered)
9.1	Leave blank - not applicable
9.2	Leave blank - not applicable
10.1	Tick the second box
11.1	Leave blank - not applicable
11.2	Enter the name and address of your FRA
11.3	Leave blank - not applicable
11.4	Tick the first box and enter previous ECON if known
11.5	Tick the second box and leave the rest blank - not applicable
11.6	Tick the second box and leave the rest blank - not applicable
11.7	Tick the first box and leave the rest blank - not applicable
11.8	Tick the first box and leave the rest blank
11.9	Tick the second box and leave the rest blank - not applicable
12	Tick the first box
Part 3 - Appropriate Personal Pension schemes / Appropriate Personal Pension Stakeholder Pension schemes	
13.1	Leave blank - not applicable
13.2	Leave blank - not applicable
14	Leave blank - not applicable



15	Leave blank - not applicable
Part 4 - Rebate of National Insurance Contributions (NICs)	
16.1	Leave blank - not applicable
16.2	Leave blank - not applicable
16.3	Leave blank - not applicable
16.4	Leave blank - not applicable
16.5	Leave blank - not applicable
Part 5	
Part 5	Tick the confirmation box and enter a signature and a date. Tick to indicate capacity and tick both of the declaration boxes

Once completed the form should be submitted to:

**Keith Lowthian
HM Revenue and Customs
Audit and Pension Schemes Services
Yorke House
Castle Meadow Road
Nottingham
NG2 1BG**

A covering letter should accompany the form confirming that it is in relation to the NFPS Reference Scheme Test Certificate provided to HMRC by DCLG. A copy should be retained for record purposes. A Scheme Contracting-out Number will then be issued to each FRA.

2. Transfers

It has been pointed out to us that the delays in registration of the NFPS mean that transfer value payments from other pension schemes have not yet been accepted by some fire and rescue authorities for those firefighters who have joined the Fire and Rescue Service since 6th April 2006 and that this is causing problems. In the event of the delay being detrimental to the person transferring into the scheme, i.e. there has been a reduction in the transfer value between the first and subsequent valuation, the service credit should reflect the period which would otherwise be lost.

B Role of a Sub-scheme Administrator

A copy of a document issued by HM Revenue and Customs which provides guidance on the obligations and requirements of sub-scheme administrators of Split pension schemes has been attached at Annexe D. A copy has already been issued to pension administrators and the attached is included for information.

Yours sincerely

J. Preston



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Jim Preston



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