



Cheshire
Pension Fund

Pensions Employer Forum

Terms of Reference

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- 1 The Council is keen for all employers to participate in the efficient and effective administration of the Fund and achieves this through the Employer Consultative Forum, which consists of employer representatives from Local Authorities, Council Owned Companies, Cheshire Police, Fire and Rescue Authorities, Parish and Town Councils, Housing Associations, Admitted Bodies, Academies, Colleges and the Trades Unions.
- 2 The Forum allows these stakeholders to bring their own perspective to the management of the Fund. The Forum's key responsibilities are set out below.
- 3 The Forum determine the frequency of meetings, subject to a maximum of four meetings per year, or otherwise as necessary to:
 - Enable the Fund to work collaboratively with employers.
 - Share best practice.
 - Discuss current pensions issues and their impact on the Fund, the LGPS and the wider pensions industry.
 - Encourage engagement between the Fund and employers to improve the exchange of data and communication.
 - Provide feedback to the Fund to assist them when implementing new initiatives / developments.
 - Where possible, disseminate and share outputs from the Forum with other employers in the same sector.
 - Consult on and review performance against the Fund's administration strategy to ensure it clearly outlines all responsibilities of both the Fund and employers including any applicable charges / penalties for non-compliance.
 - Consult on and review performance against the Fund's communication policy and suggest improvements for the efficient and effective flow of information between the Fund and employers.
 - Make and implement recommendations on the administration strategy and communication policy of the Fund.
 - Assist the Fund and employers to comply with all requirements of the Pensions Regulator's Code of Practice, in particular reporting breaches of the law and record keeping.

Membership & Representation

Membership	Representation
Chair	One
Cheshire West and Chester Council	Two
Cheshire East Council	Two
Warrington Borough Council	One
Halton Borough Council	One
Cheshire Police, Cheshire Fire & Rescue	One
Academies, Colleges, Admitted Bodies, and the Housing Trusts	One per body