



Employer Newsletter—October 2022

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LGPC bulletin 229

The LGPC have published [Bulletin 229](#) (September 2022) on the bulletins page of www.lgpsregs.org. Items of particular interest to employer may be:

- Calculating protected final pay
- TPS McCloud remedy and the LGPS
- TPR warns employers about auto-enrolment duties
- Final pay bitesize training

Pension Liaison Officer Group meeting 13 October 2022

The agenda for the next Pension Liaison Officer Group (PLOG) can be found on our website at <https://dcpfemployers.org/plog/> along with minutes from previous meetings.

The PLOG meetings are currently being held online which should enable more employers to attend. The meeting will last 1—1.5 hours maximum and contain important information for all employers. During the meeting on 13 October, common queries and issues with final pay will be discussed along with other important items.

This meeting will take place at 10:00am on Microsoft Teams, and all employers have been sent a joining link. If you do not have this link and would like to attend, please email ljpsemployers@dorsetcouncil.gov.uk and you will be sent the joining information.

Employer Portal Update

Please see below updates on the employer portal.

Issues resolved / new developments:

- On the leaver process all field headers have been made bold, to make it clearer which is the header and which is the explanation.
- An additional process named 'Web Revised Leaver' has been added to the portal. This should be used when you need to change the information previously provided, such as back dated pay awards or user error. This process requires a resubmission of all data. So it may be helpful to look / print the document held in the portal already, so you can see what needs to be changed and what you need to keep the same.

Outstanding updates/issues:

- Excel documents to be visible on the submitted forms

Provision of pensions information—timescales reminder

Pension information should be provided to the pension fund within one month of the date of change. This is applicable for joiners, leavers, change of hours, move to or from 50/50 scheme etc. This can be done either using the appropriate forms on the employer portal, or using a monthly return spreadsheet uploaded onto the employer portal.

If you are using a monthly pensions data return spreadsheet to notify the fund of your member's pension information, this **must** be provided monthly. If employers are late sending in this return, it means that the statutory deadlines have been missed.

Late provision of pensions information can have a large impact on your members, for example,

- late starter information means a reduced transfer window
- late leaver information means members may not receive their pension information when expected
- Late 50/50 forms or change of hours may lead to incorrect information displayed to members on the member portal 'My Pension' and incorrect estimates.

Therefore late provision of pensions information, whether by submitting monthly returns late or by not completing the online form in time (if not using a monthly financial data spreadsheet yet) are subject to a financial penalty, as per the DCPF Pension Administration Strategy.

Valuation reports for employers

DCPF processed all triannual valuation queries within the allocated timescales. All information is with the Fund Actuary, Barnett Waddingham to work on the reports for members.



The individual valuation reports for employers will be sent out to the contacts held on our system. If you would like your employer report to be sent to a specific person, please email lgpsemployers@dorsetcouncil.gov.uk.

The reports will be sent out before the Annual Employers' Meeting. Please ensure that your employer is represented at this meeting. There are also individual meetings you can book with the Fund Actuaries to discuss the results of the valuation.

Important dates for your diaries

Training events and meetings

General LGPS employer responsibilities workshop

- Friday 11 November 10:00—13:00

2022 Pension Liaison Officer Group meetings

- Thursday 13 October at 10:00am

Please email lgpsemployers@dorsetcouncil.gov.uk to request the link to join any training or meetings.

Annual Employers' Meeting

- Friday 18 November 10:00—12:00 bookable on Eventbrite
<https://www.eventbrite.co.uk/e/423189480127>

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