

Dorset County Pension Fund Pension Liaison Officer Group meeting Minutes

Wednesday 15 October 2025
Microsoft Teams online
10:30am start

1. Welcome
 - 1.1. Karen Gibson, Service Manager for Pensions, welcomed all to the meeting.
2. [Minutes of last meeting](#)
 - 2.1. Minutes agreed.
3. Matters arising from the minutes
 - 3.1. None
4. Valuation 2025
 - 4.1. Karen [shared a presentation](#) on the LGPS Valuation Exercise for 2025. This can be found on slides 4-7.
 - 4.2. Karen explained how the accuracy of data coming from employers is essential for the actuaries to calculate correct employer contribution rates.
 - 4.3. Individual employers' results are expected to be sent to all employers in November.
 - 4.4. Karen asked employers to send DCPF a named contact for the valuation results to be sent to. If a specific contact is not provided, the results will be sent to the named Pension Liaison Contact.
5. Annual Benefit Illustration update and member engagement
 - 5.1. Karen [shared a presentation](#) on the Annual Benefit Statements in 2025. This can be found on slides 8 – 10.
 - 5.2. Karen acknowledged the effort made by the team at DCPF on creating the illustrations and thanked employers for their hard work in providing the end of year data and responding to queries.
6. Casual workers and the LGPS
 - 6.1. Stephanie Clifton [shared a presentation](#) surrounding Casual Workers in the LGPS. This can be found on slides 16 – 21.
7. Deferred members of the LGPS and ill health
 - 7.1. Stephanie Clifton [shared a presentation](#) surrounding deferred members and ill health in the LGPS. This can be found on slides 23 – 26.
8. [Bulletins](#)

The Employer Relationship & Communications Team have sent the recent Bulletins via email to employers, with any items of interest highlighted.

 - 8.1. [Bulletin 268](#)
 - 8.2. [Bulletin 267](#)
 - 8.3. [Bulletin 266](#)
 - 8.4. [Bulletin 265](#)
9. Any other business

- 9.1. DCPF has a vacancy on our Local Pension Board for a Member representative. If employers may know anybody who may be interested, please email lgpsemployers@dorsetcouncil.gov.uk for further information.
 - 9.2. Prudential, DCPF's in-house Additional Voluntary Contributions (AVC) provider are working to lessen delays and reduce errors. There is a meeting on 20th November at 2pm for payroll training on sending the payment and completing the return. Employers who pay into Prudential AVCs will be invited directly but any other employer is welcome to attend.
 - 9.3. Karen reminded employers of the importance of informing DCPF of any deaths in service urgently and providing the relevant form as soon as possible. It is essential that DCPF are advised as soon as possible so that the process of writing to the next of kin can be started. If an employer does not have all of the information to hand, for example next of kin, please complete the leaver process with a 'to be confirmed' in these boxes. When the employer has the missing information an email can be sent confirming the extra data.
 - 9.4. MHCLG has [launched a consultation](#) covering proposed changes to the LGPS. Karen asked employers to review the consultation and provide any feedback to MHCLG, before the consultation closes on 22 December 2025. Employers do not need to respond to all points, if not relevant, but can pick and choose which aspects to comment on.
 - 9.5. An employer representative asked about the [recent Virgin Media case](#) and the implications for employers in the LGPS. Karen replied that she would provide further information by email.
 - 9.6. An employer representative enquired about the employer contribution rates set by the Valuation and asked if there was a limit on how much the rates could increase by. Karen replied that while there is no limit, the LGPS is based on a long-term investment term, so if there was an increase to contribution rates, the actuaries try to lessen the impact by spreading it over a long term.
 - 9.7. An employer representative asked whether there will be an annual employer's meeting with the actuaries and accountant regarding the valuation exercise for 2025. Karen replied that she was unable to confirm at present. If a meeting is not possible, there will be pre-recorded messages available, and the opportunity to have an individual session with an actuary.
 - 9.8. An employer representative asked if tax relief is adjusted in the next budget from the Government, would it have an impact on the valuation rate. Karen responded that as the valuation is based on the data as at 31 March 2025, any change to the budget would not have an impact for the upcoming valuation.
10. Date, time and venue of the next meetings
- 10.1. Diary requests for the meeting below will be sent out to all employers. If an employer would like additional members of staff added to the meeting, please email lgpsemployers@dorsetcouncil.gov.uk
 - Friday 27 February 10:30 – 12:00
 - Wednesday 17 June 10:30 -12:00
 - Thursday 15 October 10:30 – 12:00