

## Employer Newsletter September 2025



- LGPC Bulletin 267
- How To Guides
- Member presentations
- Important dates for your diaries 2025—training date added

### LGPC bulletin 267

The LGPC have published [Bulletin 267](#) on the bulletins page of [www.lgpsregs.org](http://www.lgpsregs.org).

Items of particular interest to employers may be:

- Pensions Awareness Week – new resources available
- Simplifying AVC payroll submissions
- Prudential Training and support update

### How To... guides

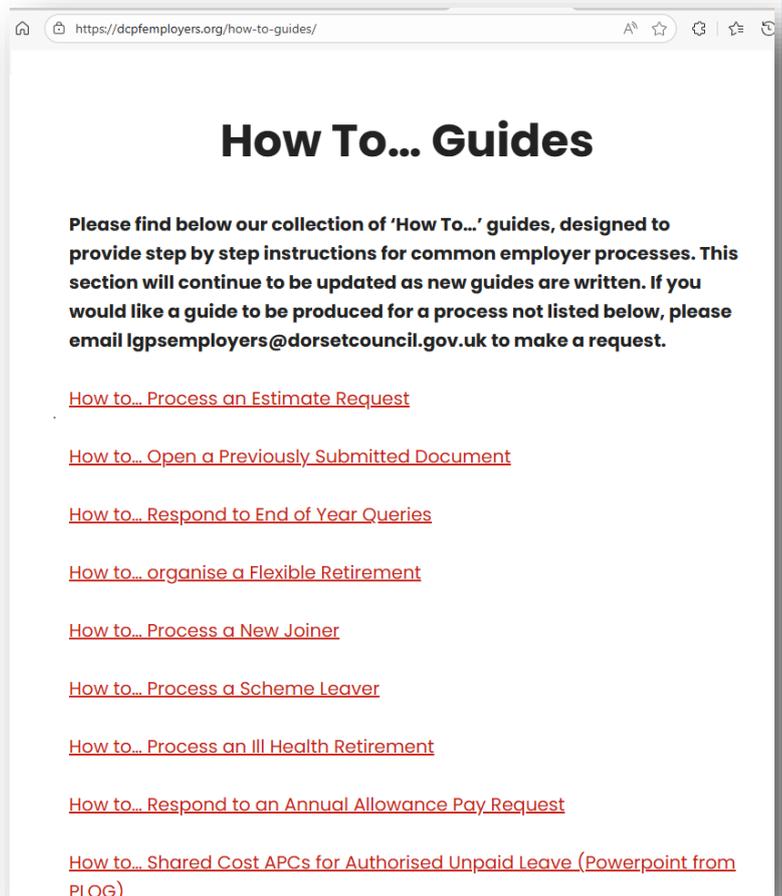
DCPF have provided guides explaining how to do a variety of pension process for employers to follow. These guides can be found on the employer website at

<https://dcpfemployers.org/how-to-guides/>

If you are completing a task for the first time, it is recommended that you consult the relevant 'How To' guide, so you make sure you are completing it correctly.

The guide 'How to Process an ill Health Retirement' may be particularly useful if this is something you have not experienced before.

As always, if there is another topic you think would benefit from a 'How To' guide, please let the team know at [lgspemployers@dorsetcouncil.gov.uk](mailto:lgspemployers@dorsetcouncil.gov.uk)



<https://dcpfemployers.org/how-to-guides/>

## How To... Guides

Please find below our collection of 'How To...' guides, designed to provide step by step instructions for common employer processes. This section will continue to be updated as new guides are written. If you would like a guide to be produced for a process not listed below, please email [lgspemployers@dorsetcouncil.gov.uk](mailto:lgspemployers@dorsetcouncil.gov.uk) to make a request.

- [How to... Process an Estimate Request](#)
- [How to... Open a Previously Submitted Document](#)
- [How to... Respond to End of Year Queries](#)
- [How to... organise a Flexible Retirement](#)
- [How to... Process a New Joiner](#)
- [How to... Process a Scheme Leaver](#)
- [How to... Process an Ill Health Retirement](#)
- [How to... Respond to an Annual Allowance Pay Request](#)
- [How to... Shared Cost APCs for Authorised Unpaid Leave \(Powerpoint from PLOG\)](#)

## LGPS member presentations

There are several presentations for members throughout the year. The presentations listed below are available for any Dorset LGPS member to register to attend. If you have more than 15 members of staff interested in a presentation and would like a session organised just for your staff, please contact [lgpsemployers@dorsetcouncil.gov.uk](mailto:lgpsemployers@dorsetcouncil.gov.uk)

### Understanding your Annual Benefit Illustration (other sessions full)

Thursday 18 September at 12:30 – 13:00

Booking link: [www.eventbrite.co.uk/e/understanding-your-lgps-annual-benefit-illustration-tickets-1668801904419](https://www.eventbrite.co.uk/e/understanding-your-lgps-annual-benefit-illustration-tickets-1668801904419)

### General LGPS presentation (for all members wanting to understand the LGPS)

- Wednesday 19 November at 12:30

Booking link: [www.eventbrite.co.uk/e/dcpf-lgps-member-presentation-tickets-1544174771309](https://www.eventbrite.co.uk/e/dcpf-lgps-member-presentation-tickets-1544174771309)

- Friday 30 January at 12:30

Booking link: [www.eventbrite.co.uk/e/dcpf-lgps-member-presentation-tickets-1544370586999](https://www.eventbrite.co.uk/e/dcpf-lgps-member-presentation-tickets-1544370586999)

- Tuesday 12 May at 17:00

Booking link: [www.eventbrite.co.uk/e/dcpf-lgps-member-presentation-tickets-1544434849209](https://www.eventbrite.co.uk/e/dcpf-lgps-member-presentation-tickets-1544434849209)

### New LGPS joiner presentation (for members within 12 months of joining LGPS)

- Wednesday 8 October 12:30 – 13:30

Booking link: <https://www.eventbrite.co.uk/e/lgps-new-joiner-presentation-8-october-2025-tickets-1113858644189>

## Important dates for your diaries 2025

### Training events and meetings

#### **LGPS employer responsibilities training**

Thursday 13 November 10:00—13:30

#### **LGPS Pensionable Pay training**

Thursday 25 September 13:00—15:30

Friday 5 December 10:00—12:30

If you would like to register to attend any of the above training events, please email [lgpsemployers@dorsetcouncil.gov.uk](mailto:lgpsemployers@dorsetcouncil.gov.uk)

#### **Pensions Liaison Officer Group (PLOG) Meeting for 2025**

Links to the PLOG meetings have been sent to all recipients of the monthly newsletter. If you require the link to be sent to additional or new members of staff please email [lgpsemployers@dorsetcouncil.gov.uk](mailto:lgpsemployers@dorsetcouncil.gov.uk) .

**Employer Support:** Stephanie Clifton, Vince Elliott and Joseph Hollick  
Dorset County Pension Fund, County Hall, Dorchester Dorset. DT1 1XJ  
Telephone: 01305 221547 / 221546  
Email: [lgpsemployers@dorsetcouncil.gov.uk](mailto:lgpsemployers@dorsetcouncil.gov.uk) Website: [www.dcpfemployers.org](http://www.dcpfemployers.org)