



## Employer Newsletter July 2026

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### LGPC bulletin 280

The LGPC have published [Bulletin 280](#) on the bulletins page of [www.lgpsregs.org](http://www.lgpsregs.org).

Items of particular interest to employers may be:

- McCloud webinars for members
- Money Helper dashboard testing
- 2026 training programme

### Term Time workers and part time hours

Following this year's End of Year exercise, we received a significant number of hour change queries relating to term-time employees. In many cases, the contractual hours had been reported rather than the adjusted pensionable hours, resulting in incorrect records and additional administration for both employers and the Pension Fund.

To help avoid this issue in future, please remember that term-time hours must be converted every time hours are notified to the Fund. This applies to: Leaver forms, New joiner notifications, Monthly returns and End of Year returns.

The pensionable part-time hours must be calculated using the following formula:

Hours per week ÷ 52.14 × Contractual weeks worked per year

### LGPS Promotional Toolkit from the LGA

The LGA have developed a new set of resources designed to help employers promote the value of the LGPS to members and prospective members.

#### What's included in the toolkit?

The toolkit includes a range of materials that employers can use directly with their workforce, including:

- **Promotional video** – 'Your future, your tomorrow, your pension'.
- **Promotional leaflet** – available in Word and PDF, as well as a flip book
- **Posters** – available in standard and print-ready formats
- **Email footer** – add a link to the member website to help reinforce the message in everyday communications
- **Social media posts** – a set of five images with suggested wording and links, provided in a range of sizes for different platforms.

You can access the full toolkit here:

□ <https://lgpsregs.org/employer-resources/promotoolkit.php>

## Pension Liaison Officer Group meeting Minutes

The minutes from the Pension Liaison Officer Group (PLOG) meeting held on 17 June 2026 are available at <https://dcpfemployers.org/plog/>. Also available are the slides presented at the meeting on Authorised Unpaid Leave, End of Year 2026 and Ill health retirements.

If you attended this meeting and would like to offer any feedback at the following link, this would be very gratefully received <https://www.surveymonkey.co.uk/r/RLYMJKS>.

The next PLOG meeting will be held online on Thursday 15 October at 10:30, the agenda will be sent out nearer the time. A diary link for these events has already been sent to all employers who receive this email. If you would like the link sent to additional people, please email [lgpsemployers@dorsetcouncil.gov.uk](mailto:lgpsemployers@dorsetcouncil.gov.uk).

## Supporting documents for Regulation 10 and best of the last 3 years

When submitting a leaver form using Regulation 10 pay, please ensure the Regulation 10 calculator is uploaded alongside the form. This is essential for the team to check the correct pay is used in the retirement. The [Regulation 10 calculator](#) can be found here

Additionally, if you are applying the 'best of the last three years' pay, you must upload the full pay calculations as a supporting document with the leaver form.

Without the supporting documentation, the technical team are having to send queries to employers regarding the pay to check the correct pay is being applied. Providing these documents at the point of submission helps avoid unnecessary delay and ensures a quicker retirement process for the member.

**FINAL PAY CALCULATOR (Reg. 10)**

**Description**

- This calculator is to assist in working out pensionable pay for members protected by Reg. 10.
- For 'Last 3 Years' please enter the PR for each year into this box.
- For '3 Year Averages' please enter the pensionable pay for each year, not including pensions increases as the calculator will add these automatically dependent on the years input.

**Resources**

[Notes on Regulations 10](#)  
[Example](#)

**Member Name**   
**ID Number**

**Last 3 Years**  
Please enter the Pensionable remuneration for the last 3 years, going back from the date of leaving.

| Year   | Final Years PR       |
|--------|----------------------|
| Year 1 | <input type="text"/> |
| Year 2 | <input type="text"/> |
| Year 3 | <input type="text"/> |

**Does the member qualify for REG 10 protections?**  
Please answer the following to determine if REG 10 applies.

1. **Pay drop within 15 years from the Date of Leaving**  
Does the members pay drop occur within the 15 years from the Date of Leaving?  
If 'No' REG 10 does not apply. YES ☐ NO ☐

2. **Reason for pay reduction**  
Is the pay reduced as a result of a temporary post or because of flexible retirement?  
If 'Yes' REG 10 does not apply. YES ☐ NO ☐

**3 Year Averages**  
Please enter the Pensionable pay for each year ending 31/03/XXXX for the last 13 years.

| Year                | Pensionable Pay      | Pay Period           |
|---------------------|----------------------|----------------------|
| Year 1 (Final year) | <input type="text"/> | <input type="text"/> |
| Year 2              | <input type="text"/> | <input type="text"/> |
| Year 3              | <input type="text"/> | <input type="text"/> |
| Year 4              | <input type="text"/> | <input type="text"/> |
| Year 5              | <input type="text"/> | <input type="text"/> |
| Year 6              | <input type="text"/> | <input type="text"/> |
| Year 7              | <input type="text"/> | <input type="text"/> |
| Year 8              | <input type="text"/> | <input type="text"/> |
| Year 9              | <input type="text"/> | <input type="text"/> |
| Year 10             | <input type="text"/> | <input type="text"/> |
| Year 11             | <input type="text"/> | <input type="text"/> |
| Year 12             | <input type="text"/> | <input type="text"/> |
| Year 13             | <input type="text"/> | <input type="text"/> |

\* This year is only to be included if the start of this year is within 13 years from the Date of Leaving.

**NO:** Where there is a null value for the pensionable pay please use 9999 in the year column.

## Important dates for your diaries 2026

Please see dates below for employer training up to September 2026.

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)

### Pensionable Pay Training

Wednesday 10 June 10 - 12:30

### Employer Portal Training

Thursday 17 September 13:00—14:30

## Pensions Liaison Officer Group (PLOG) Meeting for 2026

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).

- Wednesday 17 June 10:30—12:00
- Thursday 15 October 10:30—12:00

Stephanie Clifton, Vince Elliott and Joseph Hollick

### Employer Support:

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)