

The Local Government Pensions Committee
Secretary: Terry Edwards

CIRCULAR

Please pass on sufficient copies of this Circular to your Treasurer/Director of Finance and to your Personnel and Pensions Officer(s) as quickly as possible

No. 251 - OCTOBER 2011

LGPS PRACTITIONER AND EMPLOYER TRAINING EVENTS

Purpose of this circular:

1. This Circular has been issued to advise administering authorities and employers participating in the Local Government Pension Scheme of a workshop to be run at a number of locations across Great Britain. The workshops have been organised by the Local Government Pension Committee (LGPC).

Background

2. For a number of years the LGPC has held numerous one-day topic-specific Understanding workshops covering various aspects of the Local Government Pension Scheme and associated Compensation provisions.
3. As many of these workshops are hands-on and contain practical exercises, the "class" size is usually kept to a maximum of 12/15 people to ensure that delegates get the most out of the learning experience.

Details of workshops

4. Updated and revised versions of existing "Understanding" workshops will commence in February/March 2012 as per the usual 18-24 month cycle. These will be advertised by another Circular in due course. The workshop that is the subject of this Circular is a new training event covering the changes in HMRC's Annual Allowance regime. It is being created to complement the forthcoming issue of an LGPC Guide (referred to in LGPC Bulletin 85 - <http://www.lge.gov.uk/lge/aio/13877326>)
5. In order to continue the LGPC's plan to deliver training as locally as practicable, the forthcoming workshop is to be held in a number of locations. In putting together the schedule, the Secretariat has attempted to be as 'geographically' fair as possible and, because of perceived demand, has organised some at locations that were not economically viable in 2010. A workshop has been "automatically" arranged on this occasion in Scotland too.

6. At the Understanding workshops, delegates have the benefit of an experienced tutor and are supplied with material they can take away for future reference. Each workshop will involve several practical exercises and all necessary delegate material, including calculators, will be provided.
7. The workshops will start at 10:00 a.m. and finish no later than 4:00 p.m., with lunch and refreshment breaks included as well as coffee/tea on arrival from 9:30 a.m. As the workshops are delivered “locally” this should avoid the time and expense of overnight stays for many delegates.
8. Further details on course content, locations and dates can be found in **Appendix A** attached to this Circular.

Intended Audience

9. These workshops are primarily aimed at Administering Authority staff who deal with, or need to learn about, the overriding provisions in the Finance Act 2011 et seq regarding the new Annual Allowance regime. It may be that some Employing Authority staff would also benefit by attending if they need to understand the potential impact of their actions (ill-health retirement, augmentation, pay increases etc) on their employees’ personal tax position.

Cost and booking

10. The delegate rate for each workshop, inclusive of lunch, refreshments and all delegate materials is £195 plus VAT at the standard rate.
11. Early booking is highly recommended as places are limited. Bookings are made via the on-line events booking facility which is part of the Local Government Group website at www.lge.gov.uk. Please be sure to note our cancellation policy contained in our Terms and Conditions which you will be asked to confirm you have read when completing your booking details on the booking events page. You will also need full delegate details to hand including the address to which the invoice for payment is to be sent.
12. If the session at your preferred location is full and you do not wish to book on one at an alternative location, you are advised to enter your name on the reserves’ list at your preferred location. It is important to do so as, not only will you have a priority warning should any cancellations occur, but it also enables the LGPC to judge demand for future events or, on occasion, organise overflow events.
13. If you experience any difficulties in using the on-line website booking facility, please contact Elaine English, LGPS Executive Officer, by email elaine.english@local.gov.uk

ACTIONS FOR ADMINISTERING AUTHORITIES

14. All Administering Authorities are urged to copy this Circular to all employers in their Fund or bring the Circular to the attention of employers by directing them to it on the LGG website.

Tim Hazlewood
Pensions Training and Development Manager
14 October 2011

UNDERSTANDING... THE NEW ANNUAL ALLOWANCE REGIME

Course content includes:

- The concept of Pensions Savings
- Where the LGPS fits in with the new regime
- Notification requirements (e.g. information from employer to administrator and administrator to member)
- How the Annual Allowance Works
- Pension Input Periods (PIPs)
- Pension Input Amounts
- Rolling over unused relief
- Paying over any tax due (including “Scheme Pays”)
- The impact of transferring-in, transferring out, aggregation and inter-fund adjustments, augmentation, pension sharing orders, etc.
- What happens if you start/leave part-way through a PIP? What is the impact of retirement, particularly ill-health? What about flexible retirement?
- What happens if you have more than one membership? (e.g. are both an active and a pensioner member or have concurrent active memberships)

In addition:

It is hoped to include a session on the reduction in HMRC’s lifetime allowance effective from April 2012 and explore the new topic of “fixed protection”.

Workshop locations & dates:

5 January	London	Local Government House
10 January	Birmingham	Jurys Hotel
12 January	Leeds	Marriott Hotel
17 January	Exeter	Rougemont Hotel
19 January	Chester-le-Street	Durham County Cricket Club
24 January	Cardiff	Marriott Hotel
26 January	Liverpool	Marriott Hotel
31 January	Edinburgh	Apex Hotel
02 February	London 2	Local Government House
07 February	Lincoln	Lincoln Hotel
09 February	Peterborough	Marriott Hotel
14 February	Eastbourne	Cavendish Hotel

Distribution sheet

Local authorities who have registered for notification of Circulars
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Pension managers (outsourced) and administering authority client managers
Officer advisory group
Local Government Pensions Committee
Trade unions
DCLG
COSLA
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Website

Visit the website at: www.lge.gov.uk

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or telephone: [01455 824850](tel:01455824850)