

The Local Government Pensions Committee  
Secretary: Jeff Houston

## CIRCULAR

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**No. 263 – OCTOBER 2012**

### **CONTACT DETAILS AND NEW TEAM MEMBER**

#### **Purpose of this Circular**

1. This Circular has been issued:
  - to ask all interested parties who wish to receive updates from the Local Government Pensions Committee (LGPC) to ensure they provide up to date email addresses as well as a reminder to keep all contact information up to date,
  - to introduce our new team member Mary Lambe, and
  - to provide a reminder of the Pensions Team's contact details.

#### **Update Contact Details**

2. In order that the LGPC email database is kept up to date and to ensure that the information distributed by the LGPC reaches the appropriate contacts we ask that Pension Managers and staff in Administering Authorities notify the LGPC of any changes to the email contact details the LGPC holds for them. The LGPC email database holds up to 4 email addresses for each Administering Authority including the Pension Manager's email address and up to 3 other email addresses. If you are unsure about the contact information held on the LGPC database for your authority please email Elaine English, LGPS Executive Officer for confirmation at [Elaine.English@local.gov.uk](mailto:Elaine.English@local.gov.uk).
3. Additionally, could Pensions Managers check to ensure that the contact details held on the LGE website for Pension Managers is up to date for your Fund. To view this webpage and check your Fund's details please [click here](#). Please email Elaine English, LGPS Executive Officer at [Elaine.English@local.gov.uk](mailto:Elaine.English@local.gov.uk) with any amendments.
4. Pension Managers are also requested to check their Fund's contact details held on the LGPS members' website [www.lgps.org.uk](http://www.lgps.org.uk) under "Contact Us". If details are out of date or require amending, please send the updated

information to Irene Wass, Pensions Communications Adviser at [Irene.Wass@local.gov.uk](mailto:Irene.Wass@local.gov.uk). This is the contact information for scheme members to use.

5. Finally, on the subject of contact details, could all Pensions Officer Groups ensure that the LGPC is informed of any changes in the email contact details for both the Chair and Secretary of their respective group. Please email Elaine English, LGPS Executive Officer at [Elaine.English@local.gov.uk](mailto:Elaine.English@local.gov.uk) with any amendments.

### **New Team Member**

6. Mary Lambe has been appointed as Pensions Adviser, taking over the vacant role following Dave Friend's departure earlier this year.
7. Mary was appointed on 1 October and will be involved in numerous aspects of the team's work including the new LGPS 2014 project as well as recommencing the monthly LGPC Bulletin later this month. Mary joins the Pensions Team from the Cheshire Pension Fund having worked in various roles with that Fund over the last 9 years, most recently as part of their Communications Team.

### **Pensions Team Contact Details**

10. The current contact details for members of the Pensions Team as well as where to direct your enquires are listed below.

#### **Local Government Pension Scheme**

##### **Jeff Houston (Head of Pensions) (Contact for Policy Enquiries)**

Telephone: 020 7187 7346

Blackberry: 07786 681936

Email: [jeff.houston@local.gov.uk](mailto:jeff.houston@local.gov.uk)

##### **Terry Edwards (Senior Pensions Adviser) (Contact for Technical Enquiries)**

Telephone: 01954 232834

Email: [terry.edwards@local.gov.uk](mailto:terry.edwards@local.gov.uk)

##### **Tim Hazlewood (Pensions Training & Development Manager) (Contact for Training Enquiries)**

Telephone: 01455 824850

Email: [tim.hazlewood@local.gov.uk](mailto:tim.hazlewood@local.gov.uk)

##### **Irene Wass (Pensions - Communications Adviser) (Contact for Communications Enquiries)**

Telephone: 01246 414902

Blackberry: 07920 061203

Email: [irene.wass@local.gov.uk](mailto:irene.wass@local.gov.uk)

**Elaine English (LGPS Executive Officer)**

Telephone: 020 7187 7344

Blackberry: 07909 988968

Email: [elaine.english@local.gov.uk](mailto:elaine.english@local.gov.uk)

**Mary Lambe (Pensions Adviser)**

Telephone: 020 7187 7374

Blackberry: 07798 795320

Email: [mary.lambe@local.gov.uk](mailto:mary.lambe@local.gov.uk)

**Alison Hazlewood (Part-time Administration Assistant - Training & Development)**

Email: [alison.hazlewood@local.gov.uk](mailto:alison.hazlewood@local.gov.uk)

**Teachers' Pension Scheme**

**Jackie Wood (Teachers' Pensions Adviser)**

Telephone: 020 7187 7316

Blackberry: 07917 202254

Email: [jackie.wood@local.gov.uk](mailto:jackie.wood@local.gov.uk)

Mary Lambe  
Pensions Adviser  
October 2012

## **Distribution sheet**

Pension managers (internal) of administering authorities  
Pension managers (outsourced) and administering authority client managers  
Website

Visit the LGA's website at: [www.lge.gov.uk](http://www.lge.gov.uk)

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Tel: 020 7187 7374