

The Local Government Pensions Committee  
Secretary: Jeff Houston

## CIRCULAR

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**No. 273 – AUGUST 2013**

### **LGPS EMPLOYER TRAINING EVENTS “LGPS2014” SEMINARS**

#### **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 number of seminars to be run at various locations across England. These events have been organised by the Local Government Pension Committee (LGPC).

#### **Background**

2. The LGPS in England and Wales is the first scheme to face the challenge of scheme redesign within the parameters of the Public Service Pensions Act 2013 and the changes will be implemented from 1 April 2014.
3. As the impact of LGPS2014 is so wide, and will have major implications for employers, the LGPC organised a series of workshops in August and September 2013 with a view to assisting **employers** in gearing up for the new scheme. A total of 12 workshops were advertised last month in Circular 272. All bar one venue sold out so quickly that an extra 4 workshops were organised and advertised to those persons who had put their details on a waiting list. All the places at these extra workshops then sold out within a matter of days without being advertised further.

## Purpose of seminars

4. As there is evidently far more demand than workshop supply, it has been decided to hold three seminars in November 2013. Delegate places will not be limited to 20 (as the workshops were). The subject matter and material will be the same but, because of the potential number of delegates at the seminars, without some of the interactivity a workshop brings.
5. Detailed training for Administering Authority “pension practitioners” is expected to follow from January 2014, ready for the launch of the new scheme on 1 April 2014.

## Intended Audience

6. These seminars in November 2013 are solely aimed at employing authority staff, particularly those involved in the day-to-day administration of the LGPS, be that from an HR, payroll or other perspective.
7. To explain the changes it is helpful for the delegate to understand the present scheme and the administration it requires, so it is preferable for delegates to have some experience of the LGPS.
8. Although it is intended that the seminars will be as detailed as possible it is most unlikely that they will go to the level of detail that administering authorities would like, or will need. It is likely, therefore, that administering authority staff would **not** benefit from attending the seminars and they should, instead, look to attend the detailed training courses planned for them from January 2014.

## Details of seminars

9. The forthcoming employer seminars are to be held in three locations across England. In deciding the locations, the Secretariat has attempted to be as ‘geographically’ fair as possible whilst taking into account demand, adjudged from the existing waiting lists for the August/September workshops.
10. The seminars 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. Each delegate will receive a comprehensive set of notes at the venue. Further details on the seminar content can be found in **Appendix A** attached to this Circular.
11. The seminar dates and locations are as follows:

6 November	London	Victoria Park Plaza Hotel
13 November	Leeds	Marriott Hotel
26 November	Birmingham	Jury’s Hotel

## **Cost and booking**

12. The delegate rate for each seminar, inclusive of lunch, refreshments and all delegate materials is £210 plus VAT at the standard rate.
13. Bookings are made via the on-line events booking facility which is part of the Local Government Association website at <http://www.local.gov.uk/web/lgaworkforcepensions/training-and-events>
14. 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. Purchase order numbers must also be provided if required by your organisation to pay invoices.
15. 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](mailto:elaine.english@local.gov.uk)

**Tim Hazlewood**  
**Pensions Training and Development Manager**  
**27 August 2013**

## ***LGPS2014 Seminars for Employers***

### **Course content:**

#### Scheme Overview

- A Career Average Pension
- Pension Accounts – a whole new concept
- Joining the Scheme
- Opting-out, rejoining and auto-enrolment
- The 50/50 Option
- Member Contributions
- Retirement Benefits
- Protection – Pre 2014 benefits
- Protection - The underpin
- Protection - Rule of 85

#### HR Implications

- Disclosing new scheme terms
- Sickness/injury
- Child-related leave and other absences
- Separate contracts?
- Discretions policy

#### Payroll Implications

- Separate records for each job
- Separate records for 50/50 membership
- Pensionable pay redefined
- “Assumed” pensionable pay
- New employee rates and additional contributions
- Employee and employer contributions during absences
- Payments made after leaving
- End of year data

#### Financial Implications

- Employer contribution rates
- The cost control mechanism

#### Ways to communicate LGPS2014 to scheme members

- On-line resources
- Employee educational tools
- Benefit modellers

#### Governance arrangements

- The Scheme Advisory Board and Local Boards
- The Pensions Regulator

## **Distribution sheet**

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Local Government Pensions Committee  
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