

An update for Employers of the Local Government Pension Scheme (LGPS)

We are pleased to publish the latest edition of our Employers' Newsletter; produced to keep you informed of your responsibilities as a Local Government Pension Scheme (LGPS) employer. Inside you'll also find the latest developments in the LGPS and any changes in the services we offer.

Welcome — Tim Hillman

I would like to take the opportunity to introduce myself as the Employer Engagement Manager. I started in this role at East Sussex at the start of the year and myself and my team have been working hard on some big projects that affect employers across the Fund.

I may have spoken to or messaged some of you over the past few months and I look forward to engaging with the rest of you in due course. We are holding our virtual annual 'Employer Forum' on 24th November 2021 which will be a great place to hopefully meet some of you (albeit virtually). My intention is for myself or my team to arrange some visits to meet some employers to introduce ourselves in person and help with any queries or training that you may need. We understand currently due to Covid protocols this isn't possible for many but we hope in the future we can start to plan some meetings in person.



If you have any questions or concerns in relation to the Pension Fund then do not hesitate in contacting myself or my team (see 'Your Engagement Team' below). We would value any feedback or suggestions that you may have.

'My Pension' Portal

Are you signed up?

The '[My Pension' Portal](#)' allows members to view and update their personal details, update nomination beneficiaries and view their membership details.

Most importantly, they are able to view their personal Annual Benefit Statement and use the benefit projector tool to calculate retirement benefits and options. [East Sussex's Member Self Service Portal](#).

What do they need to do to access the portal?

If they haven't done so, they can register by:

- 1) Going to **[Member Self-Service \(eastsussex.gov.uk\)](#)**
- 2) If they haven't got a username or password they can click on '**[Request One.](#)**'

If they have used the old Orbis MSS site then previous log in details are still correct and can be used on the new site.

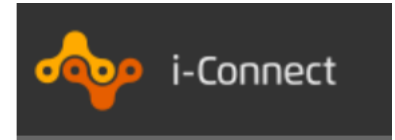
Got any questions about the portal: Contact the MSS Helpdesk on: **0300 200 1027** or refer to the **[Guidance Notes](#)** on the East Sussex Pension Fund site.

i-Connect

Making your life easier

As previously notified, the live cloud service for the flow of employee information from your payroll system to the Funds pension administration system called 'i-Connect' is being rolled out to all ESPF employers. The Employer Engagement team will be contacting all employers that are yet to be onboarded to discuss the timeline for onboarding and the relevant required registration information. All employers will need to be onboarded by the end of March 2022. The benefits of i-Connect include:

- More accurate and up to date data transfer
- Removes the need for any end of year data returns
- Automatic task creation for the admin team
- Quicker response on changes and queries



We will be holding a Q&A at the employer Forum in November on i-connect where you can ask any questions on i-connect as we will have a member of the Heywoods i-Connect development team in the meeting.

Please note that the old '**Pensions Web**' service has been switched off at the end of September 2021, so going forward the i-Connect service will be the main method of information sharing. If you have any questions relating to i-Connect or the turning off of the 'Pensions Web' system then please contact the engagement team on employer.engagement@eastsussex.gov.uk

McCloud Update -

Your upcoming responsibilities

As communicated previously, we will shortly be sending you a spreadsheet to complete requesting some specific member data.

Once you have received the spreadsheet and instructions, if you have any queries we will provide you with the relevant contact details to support you with this process.

For more information on the McCloud case, including an FAQ and an example data collection template, please visit the [lgpsregs.org website](https://lgpsregs.org) and go to Administration Resources > McCloud.

Please note this project will take time to complete and we may require further data over the next few months.



Abatement Policy

Re-employment

Abatement is a technical term regarding the reduction or suspension of a Local Government Pension Scheme (LGPS) pension where a pensioner has entered into further local government employment.

If the annual salary in the second local government employment plus the pension in payment exceed the annual salary at the initial retirement, the pension may then be reduced in part or in full, for the duration of the subsequent local government employment.

The Pension Committee approved the removal of the abatement with effect from 1 April 2021

More information on abatement and the decisions made can be found and accessed via the Committee agenda [here](#).

If you receive any questions regarding abatement from your employees, please contact the admin team.

Pensions@eastsussex.gov.uk

New Pension Website is Live

New Website is now live:

The East Sussex Pension Fund has reviewed and updated the pension website. This is now live on the same address as the old website. The new website should be much easier to navigate and the information you are looking for should be easier to find.

The positives of the website are:

- Better space for communicating news and information.
- Employer section providing resources and project information.
- An opportunity to create a first port of call for all pension resources and FAQ's.

The website will be using the same web address as the previous website and will hold all the data that you could find on the previous version as well as lots more new content.

The Website will continue to be developed and improved over the next 12 months so please bear with us. We will be asking for content and topics that you feel could be included on the website at the Employers Forum in November (see Employer Forum news article overleaf).

Please provide us with any feedback on the new website

This will enable us to continue improving the content to best meet the needs of employers and employees

employer.engagement@eastsussex.gov.uk

Employer Contribution Requirements

Your Responsibility as an Employer

As an employer it is your responsibility to ensure your LGPS31 forms and pension contributions are submitted on time to the East Sussex Pension Fund. LGPS forms need to be sent to the ESCC Pensions LGPS31 email inbox: ESCC.PensionsLGPS31@eastsussex.gov.uk, or other agreed methods.

If an employer fails to meet the required deadlines, then a warning will be issued. If another deadline is subsequently missed within a 12 month period, the Fund holds the right to place a levy of an administration charge on the employer, as per Government guidance. The amount of the administration charge levied will depend on the amount of additional work undertaken by the Fund. Please note that additional

charges may apply to non-compliance of other employer responsibilities as detailed in our Administration Strategy.

The ESPF full position can be found in the Administration Strategy, on our website [Forms and Publications - East Sussex Pension Fund](#).

If you have any questions, or require more information on this then please contact the employer engagement team. employer.engagement@eastsussex.gov.uk

The table below outlines the statutory deadlines for contribution payments and Forms:

Employer Deadlines	
Employer Task	Deadline
Complete and submit LGPS31 forms	18th day of the month following that to which the payment relates
Payment of contributions	19th day of the month following that to which the payment relates

Annual Allowance -

Supporting your employees

Some employers may be aware that we are running a project to look at outstanding historic Annual Allowance queries. There may be some follow up data queries on this sent to some employers in the next few weeks.

This years Annual Allowance data request have also be requested . We appreciate the turnaround time on the data request is quite short and we thank all employers involved for their cooperation.

More information on Annual Allowance (AA) can be found on the [LGPS factsheet_AA.pdf \(lgpsmember.org\)](#). Any members may also wish to contact the Pensions team for further information.



Annual Employer Forum

Get it in your diary

The virtual annual ‘Employer Forum’ will be taking place on the 24th November 10am—3pm.

We will be having some guest speakers to talk through some of the issues and projects that we anticipate will be in scope over the next 12 months. There will also be a chance to provide feedback and ask questions in an interactive employer focused afternoon session.

We have circulated the invitation and agenda and we hope that all employers will be able to join what we anticipate to be a really worthwhile event.

Employer Forum Agenda:

10am-3pm - 24th November 2021

Afternoon – Interactive session – Q&A and feedback

10am Start:

- 10:00 - 10:10 am** Welcome – Tim Hillman (Employer Engagement Manager)
- 10:10 - 10:20 am** Introduction and update – Councillor Fox
- 10:20 - 10:30 am** Update from Pension Board Chair – Ray Martin
- 10:30 - 10:40 am** East Sussex Pension Fund Update - Sian Kunert (Head of Pensions)
- 10:40 - 11:10 am** Barnett Waddingham (Fund Actuaries)- Update on projects effecting employers
- 11:10am** Coffee Break
- 11:20 - 11:50 am** Investment Manager –Presentation
- 11:50 - 12:10 pm** Governance Review – Employer specifics
Michael Burton (East Sussex Pensions Governance Manager)
- 12:10 - 12:30pm** Pension Administration update– Paul Punter (Pension Admin Manager)

1pm start:

- 1:00 - 1:10pm** Introduction to the Engagement Team/
New Website – Izzy Widdowson (CIPFA Trainee)
- 1:10 - 1:30pm** I-connect – update on the project/
onboarding - Paula Jenner,
(Includes Q&A from i-Connect Team)
- 1:30 - 1:45pm** Reminder of employer obligations on
Contributions/ LGPS31 forms Dillon
Piggott (CIPFA Trainee)
- 1:45 – 2:30pm** Open discussions on the following
topics:
 - Form completion/ Data requirements
 - Training needs
 - Upcoming Employer Projects
- 2:30 – 2:55 pm** Q/A, Feedback – Tim Hillman
- 3:00pm** Close meeting


LUNCH BREAK - 12:30pm – 1:00 pm

Your Engagement Team

Here to help

- Tim Hillman - Employer Engagement Manager: I have worked within the pensions industry for over 17 years. I joined East Sussex in January 2021 and have been working hard to start to explore topics and projects that directly affect Employers across East Sussex. Outside of pensions I have a wife and two daughters that keep me busy but when I do get some spare time it will be mainly spent playing or watching numerous sports, but particularly golf where my enthusiasm seriously out weighs my ability.
- Paula Jenner - Employer Engagement Officer: I joined East Sussex at the end of August 2021. I am new to the world of LGPS but have experience in pensions from an employer's perspective. I am looking forward to engaging with employers to help build and maintain an effective engaging relationship between employers and the East Sussex Pension Fund. In my spare time I enjoy spending time with friends and family, DIY, playing the guitar (badly) and my new found hobby – camping!
- Izzy Widdowson- Pensions- Employer Engagement (CIPFA Trainee): I joined the pension fund in December. This is my first job working in Pensions. I'm training as a Chartered Accountant with CIPFA, and doing my Masters in sustainable rural policy. I'm working in Tim's Engagement team, enjoying working closely with employers and building relationships across the fund. In my free time I enjoy Medieval Jousting and watching the F1 on a quiet Sunday (when I'm lucky!)
- Dillon Piggott - CIPFA Trainee Pensions: Like many of the team, I started at the beginning of the year and have been able to apply my numerical background to many different areas within the pension fund. I have been able to communicate with a wide range of employers (though restricted to being solely online as of yet) and look forward to continue to do so in the future. Outside of work, I enjoy drawing, walking and spending far too much time on the computer.



 (Cut out and keep for reference)

Contact Us:

Admin Team

 0300 200 1022

pensions@eastsussex.gov.uk

County Hall,
St Anne's Crescent,
Lewes, East Sussex
BN7 1UE

Employer Engagement

 07935 014575

Employer.engagement@eastsussex.gov.uk

www.eastsussexpensionfund.org