

Local Government Pension Scheme - Staff update

Dear Pension Fund member,

We're writing to update you on an issue we're having with the processing of our pensions data.

The council provides employee data to the East Sussex Pension Fund (ESPF) to ensure pension records are kept up to date and accurate.

We're currently working with ESPF to change the way we transfer data to the fund.

In the past we have supplied data manually each year.

To ensure greater efficiency and more up to date records are maintained in future, we're moving to a new modernised system where the council provides monthly data which is used to automatically update member records.

A huge challenge and task

This necessarily involves checking and verifying thousands of records to ensure they will update members' records correctly when processed through the new system. This work has been ongoing for many months and we're still in the process of doing this work.

For the majority of people, it means your pension record is currently only up to date to March 2022 while we deal with the backlog of checks.

Your contributions have been made – and are safe

Please be assured that any contributions deducted from your salary have been paid to ESPF on time, it's just individual pension records that need to be brought up to date.

What it means for you

We recognise there are certain pension events that need to be dealt with urgently, so retirements (whether early, normal, late or ill-health), deaths, divorce and redundancy work is being prioritised while we undertake this work.

Until the data is updated, we're having to postpone other tasks and requests to concentrate on the above events but will help and support in exceptional circumstances, such as financial hardship. We apologise for any inconvenience this may cause.

If you're a joiner, leaver or had a change in role the ESPF will provide an individual update letter in due course.

Joiners – if you have become a council employee since 1 Apr 2022 you won't have received correspondence in relation to membership of the ESPF.

It also means you won't yet have access to 'My Pension', the member self-service portal. We'll provide joiner information in due course.

Change of job role – If you have had a change of job role since 1 April 2022 your pension records will not reflect this change until the records have been updated.

Leavers/opt-outs – Employees who have left employment or opted out of the scheme will not have been notified of the available options if they have left on or after 1 April 2022. These options could include either a refund of member contributions or deferred benefits in the scheme.

No changes – If you've been in the same role since before 1 April 2022, your records will be updated as soon as possible.

This year's Annual Benefit Statement

Annual Benefit Statements show the value of your pension to 31 March each year, as well as a projection to normal pension age, assuming you continue to contribute.

Statements for the year ending 31 March 2023 will unfortunately be delayed.

Brighton & Hove City Council, as your current or former employer, sincerely apologises for this delay and will ensure that you are contacted as soon as they are finalised.

In the meantime, if you'd like to access your ESPF record and current statement you can do so through [My Pension](#). The ESPF website has [Support notes on using 'My Pension'](#).

Please note, as above, if you joined the scheme after March 2022, you will not yet have access to My Pension, but you will receive an invite to join in due course.

Contact information

For urgent queries only, please contact payroll 01273 295106 or email hrpayroll@brighton-hove.gov.uk.

Further information on what ESPF provides can be found on the website at www.eastsussexpensionfund.org including a '[Brief guide to the Local Government Pension Scheme](#)'.