# LOCAL GOVERNMENT PENSION SCHEME

# Employer’s Pension Policy

## Exercise of Discretionary Powers

Since 1997, the LGPS legislation has required every Employer to issue a written pension policy on how it will exercise the various discretions provided by the scheme; to keep it under review; and to revise it as necessary.

The LGPS Regulations require all employers who were active on 1 April 2014 to provide an updated pension policy which needs to have been published and notified to the Norfolk Pension Fund by 1 July 2014. Please use our standard form - SR85 (or provide the same information in your own format if you prefer) and return it to us by the due date or within one month of any changes you make to your policy. New Employers should publish their pension policy within one month of joining the scheme.

Help on completing this form can be found in our guide ‘LGPS Employer’s Pension Policy – A Guide for Scheme Employers’ (G060) and in your ‘Employers’ Pension Handbook’ (G001).

Your pension policy should show the basis on which the employer would make its decisions on the various discretions. The government has advised employers should not ‘fetter their discretion’; i.e. policies should not be so rigid or restrictive as to prevent flexibility where a (possibly unanticipated) situation requires it.

You may wish to consult your employees or their representatives before making or changing your policy statement.

Once you’ve issued a pension policy, you should arrange for it to be reviewed from time to time, particularly if and when there’s a change to any of your stated policies. If the review results in any alteration to your pension policy, the new version must be published and a copy sent to NPF within one month of the changes being made.

The next two pages set out the various employer discretions from April 2014.

The first five are required by law to be included in your pension policy.

The requirement is in Reg 60(1) of the LGPS Regulations 2013 and Reg 66 (1) of the LGPS (Administration) Regulations 2007.

The remainder need not be included but we would recommend it, especially for our larger employers; we appreciate that it might seem a bit cumbersome for those with only a few members.

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| Name of Employer | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  has adopted the policies shown on the following pages |
| Signed (authorised signatory) |  |
| Name of authorised signatory |  |
| Date |  |

POLICY STATEMENT

COMPULSORY ITEMS:

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| Funding of Additional Pension : Regulations 16(2e) 16(4d) |
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| Awarding Additional Pension : Regulation 31 |
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| Flexible Retirement : Regulation 30(6) |
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| Waiving of Actuarial Reduction : Regulation 30(8) |
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| Admission Policy (‘designating bodies’ only) : Regulation 3(5) |
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Early Payment of Pension discretion is not required for Employers who joined the LGPS on or after 1 April 2014

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| **Early Payment of Pension : Regulation 30 of the LGPS (Benefits, Membership and Contributions) Regulations 2007 (Two decisions to be made)** |
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NON-COMPULSORY ITEMS:

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| Membership Aggregation : Regulation 22(7b) (8b) |
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NON-COMPULSORY ITEMS (continued):

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| Shared Cost AVCs : Regulation 17(1) |
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| Forfeiture of Pension Rights : Regulation 91, 92, 93 |
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| Appointment of Adjudicator for Member Disagreements : Regulation 74(1) |
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| Transfers of Pension Rights : Regulation 100(6) |
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| Members’ Contribution Rates : Regulation 9(3) |
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The following two discretions are not required for Employers who joined the LGPS on or after 1 April 2014

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| Absence Contribution Time Limit : Regulation 22 (2) of the LGPS (Administration) Regulations 2007 |
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| Membership Aggregation : Regulation 16(4)(b)(ii) of the LGPS (Administration) Regulations 2007 |
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You should publish your pension policy.

Please also email a copy (on this form or in your own format if preferred) to :

pensions.technical@norfolk.gov.uk

Norfolk Pension Fund, County Hall, Martineau Lane, NORWICH, NR1 2DH