



In this issue:

- Pay Award arrears
- Pension Administration Strategy 2024 - employer consultation
- Ill health risk management



Pay award arrears

Some employers may be arranging to apply the recently agreed local government pay award in November 2024. The following guidance may be helpful when providing your i-Connect submissions to the Fund.

i-Connect – scheme leavers

When an LGPS member leaves the scheme, it is best practice for you to retain them on your i-Connect file until the end of the scheme year (31st March). If you do this, any pay award arrears should post automatically to your members' pension records.

However, if you have removed leavers from your submissions, you must restore them to your i-Connect file for reporting pay award arrears. i-Connect will attempt to post the data to the appropriate members' pension records but some may be treated as new starters which could create duplicate records on our system, generating queries from the Fund.

To help avoid queries:

- ensure any new starters identified through i-Connect are genuine new entrants to the scheme
- any entries identified as new starters which are created as a result of the pay award should be removed before finalising your submission
- submit these removed entries to pensions.tech@derbyshire.gov.uk for manual processing

If you require further guidance on this, please email: pensions.tech@derbyshire.gov.uk

Frequently Asked Questions (FAQs)

You can find an FAQ document on the LGA [employer guides and resources page](#) about backdated pay awards.

These FAQs cover the common questions that may arise when you pay a backdated pay award, including:

- arrears and pension contributions
- pay award and exited employees
- reviewing employee contribution rates
- the impact of a backdated pay award on pensionable pay



Pension Administration Strategy 2024: employer consultation

We are opening a consultation for employers on a revised version of our Pension Administration Strategy. This Strategy sets out our strategic aims and defines:

- best practice
- roles and responsibilities
- expected performance standards

The new draft version of the Strategy has been revised to:

- remove reference to employers' procedures for non-i-Connect data submissions which ran alongside i-Connect procedures during its phase of implementation
- propose an improvement plan for employers identified as struggling or failing to meet their LGPS responsibilities in a streamlined process to work towards meeting deadlines and data quality standards

We invite employers to share any comments on the revised Strategy.

To find out more about the consultation and submit your feedback, please visit our [website](#). The consultation will be open from 1st November 2024 to 13th December 2024.

Ill health risk management

If one of your employees is granted ill health retirement, you need to know about the potential additional costs this retirement type can attract.

We've created a new webpage to help you understand more about:

- how an ill health retirement shortfall cost is worked out
- the impact on your funding position and employer contribution rate
- our actuary's external ill health insurance policy

To find out more, please visit our [ill health risk management](#) page.

Employee details changes

It's important that you let us know as soon as possible when an employee's details change, for example, title, name, address. This helps us to minimise the risk of data breaches occurring.

If you're not using i-Connect yet, please remember to notify us using the C1 Form when any of your LGPS members change their personal and contact details. The C1 Form is available on the [Forms for employers](#) section of our website.

Email addresses

A quick reminder of our email addresses and what they should be used for:

dpf.employers@derbyshire.gov.uk - For submitting member notification forms such as the S1, L1, C1 and estimate requests. [All found here](#).

pensions.tech@derbyshire.gov.uk - For submitting contribution returns (CR1), i-Connect data and payment queries.

pensions.reqs@derbyshire.gov.uk - For queries relating to LGPS regulations, i-Connect onboarding, employer training, events and communications.

For queries and requests from members of the LGPS, please direct them to the [enquiry form](#) on our website.

**If you have any queries about the information provided in this Newsletter,
or about the LGPS in general, please contact us at:**

Derbyshire Pension Fund, County Hall, Matlock, DE4 3AH

Tel: 01629 538900

Email: pensions.reqs@derbyshire.gov.uk

Website: www.derbyshirepensionfund.org.uk



Local Government
Pension Scheme