

The Local Government Pensions Committee  
Secretary: Jeff Houston

## **CIRCULAR**

Please pass on sufficient copies of this Circular to your Treasurer/Director of Finance and to your Personnel and Pensions Officer(s) as quickly as possible

**No. 285 – OCTOBER 2014**

### **LGPS (SCOTLAND) PRACTITIONER TRAINING EVENTS**

### **“LGPS2015” WORKSHOPS**

#### **Purpose of this circular:**

1. This Circular has been issued to advise administering authorities participating in the Local Government Pension Scheme (Scotland) of two workshops to be run in January 2015. These events have been organised by the Local Government Pension Committee (LGPC).

#### **Background**

2. In Circular 284 of July 2014 we announced a number of workshops in September aimed at employers participating in the LGPS (Scotland) to explain the new Scheme being introduced on 1 April 2015. That Circular stated that more detailed training for practitioners would follow in the new year. This circular gives information on this second wave of training.

### **Purpose of workshops**

3. The Local Government Pensions Committee provides a full programme of training events for pension practitioners, councillors and employers with an interest in the LGPS. Its training programme builds on the wealth of information that is already provided and seeks to deepen knowledge and understanding of the LGPS.
4. These workshops comprise the detailed training for Administering Authority “pension practitioners” in January 2015, ready for the launch of the new scheme on 1 April 2015.

### **Intended Audience**

5. These workshops in January 2015 are primarily aimed at administering authority staff, particularly those involved in the day-to-day administration of the LGPS. They are LGPS (Scotland) specific and are therefore not relevant to administering authorities in England and Wales.
6. 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.

### **Details of workshops**

7. In order to continue the LGPC’s plan to deliver training as locally as practicable, workshops are normally held in a number of locations across the country. However, after soliciting the opinion of administering authorities on this occasion, it was more convenient to all those who responded to hold the training purely in Edinburgh but on more than just one date.
8. The workshops will be interactive and experiential. As there will be one tutor, the “class” size is normally kept to a maximum of 15 people to ensure that delegates get the most out of the learning experience.
9. If both events sell out, there will be further opportunities made available for training which, depending on demand, would take the form of another overflow workshop.
10. The workshops 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.
11. Further details on the expected workshop content can be found in **Appendix A** attached to this Circular. The locations and dates are as follows:

20 January	Edinburgh	Apex International Hotel
27 January	Edinburgh	Apex International Hotel

## **Cost and booking**

12. The delegate rate for each workshop, inclusive of lunch, refreshments and all delegate materials is £220 plus VAT at the standard rate.
13. Early booking is highly recommended as places are limited. 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 the sessions are full you are advised to enter your name on the reserves' list on your preferred date. It is important to do so as this will enable the LGPC to judge demand for overflow events (see paragraph 9).
16. 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**  
**30 October 2014**

## ***LGPS2015 Workshops for Practitioners***

### **Course content**

#### **Membership**

Joining the Scheme and opting-out  
Pension Accounts – a whole new concept  
The 50/50 Section

#### **Refunds, Deferreds and Aggregation**

Paying refunds and deferred pensions  
The new rules on auto-aggregation

#### **Pensionable Pay**

A new definition – the implications

#### **Employee Contributions**

Assessed now on actual pay not whole-time equivalent

#### **Absences**

New rules on how employers deal with absences  
Additional Pension Contributions

#### **Revaluation**

How revaluation works in the CARE scheme

#### **Retirement Benefits**

A look at the package of benefits plus all the protections

#### **Death Benefits**

How death benefits are worked out in the CARE scheme  
Impacts for existing deferreds and pensioners

#### **Annual Benefit Statements**

Changes to ABSs for 2015 and 2016 and beyond

#### **Transfers**

How transfers will work going forward

#### **Miscellany**

An eclectic bunch of other matters to be aware of

*Delegates will receive a comprehensive set of course notes expected to be well in excess of 100 pages.*

## **Distribution sheet**

Local authorities who have registered for notification of Circulars  
Pension managers (internal) of administering authorities  
Pension managers (outsourced) and administering authority client managers  
Officer advisory group  
Local Government Pensions Committee  
Trade unions  
DCLG  
COSLA  
SPPA  
Regional Directors  
Private clients  
Website

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