

## **LEICESTER FOREST EAST PARISH COUNCIL**

### **PENSIONS AND RETIREMENT POLICY**

#### **INTRODUCTION**

1. Leicester Forest East Parish Council has the right to allow its employees to join the Local Government Pension Scheme (LGPS). The Parish Council is required to pass a resolution to allow a specified individual or post into the scheme.
2. The Parish Council has three permanent employees, all contracted on a part time basis.
3. The Parish Council does not employ casual employees or offer employment to any individual without a contract.

#### **SCHEME ENTRY**

1. Terms of eligibility for entry to the scheme are set out in the Local Government Pension Scheme Regulations.
2. Casual employees will not be permitted to join the scheme.
3. Any future employees will be automatically entered into the pension scheme, provided they satisfy the eligibility criteria specified in the Scheme Regulations.
4. Employees of the Parish Council have the right to opt out of the Local Government Pension Scheme, using the appropriate form. The Parish Council will retain this record indefinitely.
5. Employees who have elected to opt out of the scheme have the right to opt in.
6. Guidance will be sought from the administering body (Leicestershire County Council) on the matter of eligibility as necessary.

#### **CONTRIBUTIONS**

1. Pension contributions will be calculated on basic contracted pay and overtime payments in accordance with Local Government Pension Scheme Regulations (2014).
2. In accordance with the Local Government Pension Scheme Regulations, contributions from part time employees will be calculated on the actual pensionable pay.
3. The employee contribution rate (banding) will be set at 1st April each year and will remain in force irrespective of changes in salary.
4. New employees will be entered into the appropriate pension contribution band for their salary at the time of entering the scheme.
5. Employees have the right to appeal against the contribution banding.
6. The contribution rate payable by Leicester Forest East Parish Council will be set by the administering body.

## ADDITIONAL PENSION BENEFITS

1. The Local Government Pension Scheme offers members the opportunity to increase pension benefits. Advice should be sought from the administering body by the member on this matter.
2. The Parish Council will not offer Shared Cost Additional Voluntary Contributions.
3. The Parish Council will not offer Augmentation, whereby the Parish Council could purchase extra years service for the benefit of the member.

## RETIREMENT

1. The normal retirement age for men and women is 66 years of age.
2. It is possible to stay in employment and in scheme membership up to the eve before an individual's 75th Birthday.
3. If a member is 55 or over and is made redundant, they will receive their pension benefits without any actuarial reductions and payable from the day after they are made redundant.
4. If the Parish Council agrees to a reduction in hours or grade for a scheme member aged 55 or over (or, for existing members as at 31st March 2008, 50 or over until 31st March 2010), the Council may agree to the release of all or some of the member's accrued pension benefits.
5. The Parish Council will permit retirement on compassionate grounds where the individual's circumstances satisfy the Parish Council's requirements where a scheme member is aged 55 or over (or, for existing members as at 31st March 2008, 50 or over until 31st March 2010). Compassionate grounds are defined as 'where an active employee or deferred beneficiary needs to care full time for a close relative, spouse, partner or other dependent who, through illness, requires full time care for the rest of their life expectancy which is anticipated to be in excess of 12 months from the date of the agreed medical advice.'
6. Ill health retirement. The Pensions Section will be consulted at the earliest stages of consideration where retirement on the grounds of ill health is suggested. To qualify for ill-health retirement the member is required to have at least two years' membership including transfers-in membership and must be too ill to work as assessed by an independent medical advisor. The Parish Council will obtain appropriate reports from a medical advisor qualified in occupational health and approved by the Pensions Section in all cases where retirement on the grounds of ill health is considered. There are various tiers to ill health retirement pensions determined by how ill the member is at the time of the medical assessment and their likelihood of later obtaining gainful employment.

A comprehensive guide to ill health retirement is available online at:-

<https://www.leicestershire.gov.uk/jobs-and-volunteering/local-government-pensions/advice-for-employers/pension-scheme-leavers#illhealth>

7. The Council does not have a Flexible Retirement Scheme.

## INDEPENDENT REGISTERED MEDICAL PRACTITIONER

1. Should the need arise, the Parish Council would nominate a medically registered organisation, with medically qualified professionals to carry out the ill health assessments.

## FORFEITURE OF PENSION RIGHTS

1. Where an employee has committed an offence that was gravely injurious to the interests of the State or liable to lead to serious loss of confidence in the public service, the employer (or former employer) may request a forfeiture certificate directing former pension rights to be forfeited. The Parish Council will consider each case on its merits.

2. Where an individual leaves their employment as a consequence of a criminal, negligent or fraudulent act or omission and a monetary obligation is due to the Council, the Council may seek to recover or retain the monetary obligation out of the pension fund. The Parish Council will consider each case on its merits.

**Adopted December 2021**

**Reviewed November 2022**

**Reviewed November 2023**

**Review due November 2024**