



# WARWICKSHIRE PENSION FUND

## March 2025 - Employer Newsletter

### Contents

March 2025 - Employer Newsletter .....	1
I-connect references .....	1
LGPS Employer Role Training .....	2
Neonatal Care Leave and Pay .....	3
Triennial Valuation .....	3
Redundancy .....	3
Pre-Retirement Staff Training – Spaces still available! .....	4
WPF Contact details .....	5

### I-connect references

As mentioned in February’s edition of the newsletter, we will need employers to help us comply with the standards of the National Pensions Dashboard introduced by the Government. The Dashboard enables pensions which may be held with different providers to all be viewed together, online and in a secure place.

Please can your I-connect submissions include a unique number in PAY\_REF\_1. The unique number must be different for each member and each of their employment records. For ease, you could

duplicate their payroll reference number (PAY\_REF \_2). The PAY\_REF\_1 will need to be completed at each I-connect submission.

**Please note:** the PAY\_REF\_1 number must be unique for each employment and each member. For example, if you have a member with 3 jobs they need 3 unique references, one for each employment.

The PAY\_REF\_1 field will allow members details to link with the national pension dashboard. It is a statutory requirement for us to provide data in accordance with the governments reporting standards. More information can be found here:

<https://www.pensionsdashboardsprogramme.org.uk/publications/news/reporting-standards>

## LGPS Employer Role Training

The Local Government Pension Fund continues to offer its monthly training workshops for employers with some experience of the LGPS. The training is based on the scheme rules for the LGPS in England and Wales.

### **The workshop topics include:**

Joining the LGPS

CARE vs final pay

Absences

Additional contributions

Types of retirement and early leavers

Employer discretions

Maximising tax-free cash

Internal dispute resolution procedures

The training will be run via teams and can be booked via the [LGA'S booking page](#).

## Neonatal Care Leave and Pay

The Neonatal Care Leave and Pay (Consequential Amendments to Subordinate Legislation) Regulations 2025 was laid out by the Department for Business and Trade.

The regulations come into force on 6 April 2025 and make changes related to neonatal care leave (NCL) and pay.

This is a new statutory entitlement for employed parents whose child receives neonatal care starting within 28 days of birth and goes on to spend seven or more continuous days in care. Eligible parents will be entitled to up to 12 weeks of NCL in addition to existing entitlement such as maternity, adoption and paternity leave. The leave must be taken within 68 weeks of the baby's birth. The entitlement applies to children born after 5 April 2025.

The regulations mean that employers must treat neonatal care leave similarly to most other types of child-related leave. Members on paid neonatal care leave are treated as receiving assumed pensionable pay. Members on unpaid neonatal care leave can choose to buy back the lost pension through a shared-cost additional pension contract.

Please refer to the HR and Payroll guides on the [LGPS employer area](#) for queries about child-related leave.

## Triennial Valuation

As you know, 2025 is the year of our Triennial Valuation. Therefore, all March returns need to be submitted on time, so we have data in place for our triennial valuation deadlines.

To help us meet the required timescales, please submit all your up-to-date data no later than 19th April.

## Redundancy

Employee's LGPS benefits will be payable immediately without any early retirement reductions if the member is made redundant, retired on the grounds of business efficiency.

As long as:

- The member is aged 55 or over – this age is due to increase from age 55 to 57 from 6th April 2028. There will be protections for some members in place at the time, these protections have yet to be confirmed.

- To qualify, the member must have been an LGPS Scheme member for at least two years, which is the minimum scheme membership to qualify for a scheme benefit.
- If the member is under Normal Pension Age, the main LGPS benefits will not be reduced for early payment. If the member has bought any additional pension, this will be reduced because of early payment. This applies to any additional pension paid for by:
  - Additional Pension Contributions (APCs)
  - Shared Cost Additional Pension Contributions (SCAPCs)
  - Additional Regular Contributions (ARCs)

The member's pension is not automatically increased to the value at their Normal Pension Age if they are made redundant. However, at the employer's discretion, you may decide to award an additional amount of pension to improve members retirement benefits.

Every employer is required to produce and publish a statement of policy, setting out how it intends to use discretions available to it under number 31 of the Scheme regulations.

We do not provide redundancy estimates to the employee on request, the estimate request needs to come through the employer.

Organisations where Purchase Order numbers are required for invoicing, must include the PO number on the notice of termination, or they will not be accepted. We are not able to raise an invoice for redundancy strain costs if there is no PO on the notice of termination.

## **Pre-Retirement Staff Training – Spaces still available!**

To help members make informed retirement decisions, Warwickshire Pension Fund are collaborating with Affinity Connect to offer an online session about pre-retirement financial planning which is open to all staff.

[Affinity Connect](#) provide financial education, including courses about retirement in the public sector.

Upcoming courses in April are fully booked but you can join the waiting list:

Monday 17<sup>th</sup> April 13:00 – 15:30

Wednesday 30<sup>th</sup> April 09:30 – 12:00

Future courses with places currently available:

Friday 16<sup>th</sup> May 13:00 – 15:30

Thursday 5<sup>th</sup> June 09:30 – 12:30

Please share the opportunity to your staff and let them know they can book directly with Affinity Connect using this [online booking form](#).

For some more information, please view the [course overview](#).

## **WPF Contact details**

Telephone number - 01926 412005.

For email enquiries, please use the below addresses:

General enquiries – [pensions@warwickshire.gov.uk](mailto:pensions@warwickshire.gov.uk)

Member Self Service questions including logging in – [mss@warwickshire.gov.uk](mailto:mss@warwickshire.gov.uk)

I-Connect queries - [iconnect@warwickshire.gov.uk](mailto:iconnect@warwickshire.gov.uk)

Website - <https://warwickshirepensionfund.org.uk>