



Derbyshire Pension Fund

Local Government Pension Scheme Employer Newsletter

Issue 222

July 2025

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Annual benefit statements

We will soon be starting to issue annual benefit statements to your active Local Government Pension Scheme (LGPS) members based on information you have provided to us throughout the year. It provides members with an estimate of their pension benefits as of 31 March 2025.

It is important that you answer any queries we send you as soon as possible, to give us enough time to process your responses and provide statements to your LGPS members before the 31 August deadline which is set by The Pensions Regulator and included in scheme legislation.

Annual Benefit Statements are issued to each scheme member on our secure member self-service system [My Pension Online](#). This is a great opportunity to encourage your LGPS members to register for My Pension Online. We will notify them when their statement is available to access online. Paper copies can be issued upon request.

If your members have any queries regarding their statements, please direct them to the [active members section of our website](#) for more information.

We also have webpages dedicated to [helping members understand their statements](#), and [how their pension benefits are worked out](#).



Actuarial valuation 2025

The current actuarial valuation is being based on membership information up to 31 March 2025. The valuation exercise reviews the funding position of each employer participating in the Fund at that date and, where required, determines changes required to employer contribution rates from 1 April 2026.

Each employer will receive a results schedule towards the end of 2025, confirming their latest funding position and employer contribution rates for the 3 years from April 2026.

Unresolved queries relating to your employee data, and where applicable, contract end dates and LGPS liability guarantees, may affect your future employer contribution rates.

We're planning to host an online employer forum about the valuation on 11 December 2025, and we will confirm the date and more details in the coming months.

Enrolment

Auto enrolment

Different employers have different auto-enrolment dates, occurring at 3-year intervals. At your employer's auto enrolment date, you must enrol all employees in LGPS eligible posts into the LGPS if they meet the auto enrolment criteria. You cannot enrol them into another pension scheme in respect of an LGPS eligible employment.

Auto enrolment applies to all LGPS eligible employees who meet all the following criteria:

- Working in the UK
- Earning more than £10,000 a year
- Aged between 22 and State Pension age

This includes employees who have previously opted out.

Contractual enrolment

There are also contractual enrolment responsibilities for LGPS employers, affecting LGPS eligible posts with a contract length of 3 months or more.

All employees in LGPS eligible posts who are less than 75 years old, must be enrolled if they have a contract which runs for 3 months or more.

This either occurs when the employee starts working for you, or later when their post or contract changes. You should not wait for your employer's auto enrolment date.

More information can be found on the [enrolment page](#) of our website.



Local Government Association (LGA) employer role training

The LGA is offering online training across several dates in the next few months. The training is aimed at employers offering the LGPS in England and Wales. It is a one-day workshop that is currently being offered using Microsoft Teams. Attendees will be provided with a detailed set of electronic notes that can be downloaded and saved for future reference. Please note the cost for attending the training is £255 + VAT per attendee.

The training covers:

- Brief overview of the LGPS
- Joining the LGPS
- CARE vs Final Pay (including APP)
- Absences
- Additional Contributions
- Leavers
- Other areas for consideration - including employer discretions, maximising tax-free cash and internal dispute resolution procedures

If you would like to book onto a session, please select one of the following dates to find out more information:

- [14 August 2025](#)
- [19 August 2025](#)
- [30 September 2025](#)
- [28 October 2025](#)

Decommissioning of i-Connect inbox

Our i-Connect inbox (pensions.iconnect@derbyshire.gov.uk) has now been decommissioned and is no longer in use.

For any enquiries regarding onboarding to i-Connect, please contact our Employer Relations Team at: pensions.regs@derbyshire.gov.uk

For queries relating to your monthly data submissions, please contact our Data & Systems Team at: pensions.tech@derbyshire.gov.uk

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 notify us using the C1 form when any of your LGPS members change their personal and contact details. Member notification forms are on the [forms for employers](#) section of our website.

Email addresses

Our email addresses and what they are used for:

dpf.employers@derbyshire.gov.uk - For submitting [member notification forms](#)

pensions.tech@derbyshire.gov.uk - For submitting [contribution returns](#) (CR1s) and payment queries

pensions.regs@derbyshire.gov.uk - For queries relating to [i-Connect](#) onboarding, regulations, training and events

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.regs@derbyshire.gov.uk

Website: www.derbyshirepensionfund.org.uk



Local Government
Pension Scheme