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Access and Fairness: Webinar and guidance

Changes to the Local Government Pension Scheme (LGPS) have been introduced to make pension benefits fairer for scheme members and their dependants. Some of the changes affect your LGPS responsibilities and those of your payroll provider. In particular they impact how LGPS contributions apply during:

- Unpaid additional maternity, adoption or shared parental leave (typically affecting weeks 40 to 52 of the period of leave)
- Authorised unpaid leave

We are hosting a webinar for our employers to explain the regulatory changes which came into effect from 1 April 2026. There will be dedicated time within the session to answer any questions.

The webinar is scheduled for 9 June 2026 at 10:00am to 11:30am and you can register [here](#).

The session will be recorded and uploaded to our [website](#) for those that can't attend.

An employer guide outlining the updates was issued to your LGPS main contact on 23 April 2026. If you have not received a copy and require it for your role, please speak to your LGPS main contact or email pensions.regs@derbyshire.gov.uk to request a copy.

A summary of these changes for LGPS members is available on a dedicated page on our website. Please share the following link with your LGPS members to ensure they are aware of the changes: derbyshirepensionfund.org.uk/accessandfairness

Opportunity to join Derbyshire Pension Board

We are inviting applications for an Employer Representative on the [Derbyshire Pension Board](#).



This is an excellent opportunity for someone from one of our Fund employers to take an active role in supporting the governance and future direction of the LGPS in Derbyshire.

For further details about the role and guidance on how to apply, please visit our [news item](#).

The closing date for returning an expression of interest form is 30 June 2026.



Outsourcing

If you're considering outsourcing a function or service, or contracting a new provider for a service already outsourced, it's important that you inform us as early as possible. This ensures that LGPS eligible staff who are being transferred retain their pension scheme rights.

To notify us about any outsourcing arrangements, please complete the [initial admission bodies notification form](#) and direct the contractor to our [website](#).

Preparing to outsource

It is important when preparing information for potential bidders for a contract that the details of any pension risk sharing arrangements are included. Providing this information will set realistic expectations for LGPS related costs, including actuary fees.

For example, if you offer a pass-through arrangement (retaining the majority of pension funding risks), allowing for a fixed LGPS employer contribution rate, it will provide a level of certainty for the prospective contractor and simplify the process.

Schools and academies

Local authority maintained schools

Local authority-maintained schools must consult with their appropriate local authority before agreeing to a pass-through arrangement and transferring LGPS eligible staff to a contractor.

Consent is required from the local authority, either Derbyshire County Council or Derby City Council, as they are responsible for LGPS funding in respect of local authority maintained schools.

Academies

When an academy or academy trust outsources, a pass-through arrangement means the majority of pension funding risks remain with the academy trust.

The Department for Education provides a [guarantee](#) in the event of an academy trust closure.

My Pension Online

We would like to thank all employers who have been actively promoting My Pension Online to their employees. Your support plays an important role in helping members engage with and manage their LGPS benefits.



Annual benefit statements

Over the coming months we will be contacting our members to let them know that their latest annual benefit statement is available on their My Pension Online account.

Any outstanding queries or unresolved issues relating to your 2025/2026 scheme year data submissions may delay the production and release of your employees' statements.

Further information on potential reasons for delays, including data quality issues and outstanding employer submissions is available on our [active member annual benefit statement](#) webpage.

New version of My Pension Online

In January 2026, we introduced an upgraded version of My Pension Online.

Members who previously registered but have not logged in since the upgrade will be required to complete a shortened registration process to regain access to their account.

If your employees have questions about accessing the service, please direct them to the updated [My Pension Online homepage](#) which includes guidance for both new and returning users. Detailed instructions are also available on the [getting started on My Pension Online](#) webpage.

Promotional resources

We encourage you to continue promoting My Pension Online to your LGPS eligible employees.

A range of updated promotional materials is available on our [My Pension Online resources page](#), including images suitable for use in:

- Newsletters
- Emails
- Intranet pages
- Printed materials

Sharing these resources will help ensure your employees are aware of the tools available to manage and understand their pension benefits.



Ill health retirement

If you have an employee in the LGPS who is no longer capable of performing the duties of their current post due to ill health, they may be eligible for the early release of their pension benefits on the grounds of ill health.

The responsibility for determining whether someone is eligible for ill health retirement, and if so, which tier of ill-health retirement benefits should apply, sits with the employer. There are three tiers of ill health benefits with the appropriate level determined by the severity of their condition.

If an employee is potentially unable to carry out their current duties due to ill health, the employer should follow its ill health capability process. The steps to determine eligibility for ill health retirement must involve the completion of a [medical certificate](#), obtaining an Independent Registered Medical Practitioner's opinion and deciding whether the person is eligible for ill health retirement, and if so, at which tier of benefits.

LGPS ill health retirement benefits can be paid at any age and are not reduced on account of early payment. Benefits could be enhanced depending on the tier awarded. It is the employer's decision as to whether the member is granted the release of their benefits and if so, what tier of benefits they will receive.

Employers must follow the process correctly and deal with applications efficiently to prevent disputes arising from maladministration.

Our 'Employers guide to ill health retirement' is available on the [Ill-health process](#) page of our website. This guide is designed to help safeguard the interests of the employee and the employer. The document sets out the duties of the employer and will help to avoid unnecessary delays and disputes.

Employee details changes

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

If you're not yet using i-Connect, please notify us using the C1 form when any of your LGPS members change their personal and contact details. Member notification forms (including the C1 form) are available 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