

**Milly Southworth**

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**From:** Matthew Allen <matthew.allen@cornwall.gov.uk>  
**Sent:** 10 August 2022 09:25  
**To:** Cornwall Pension Fund  
**Cc:** Matthew Davies; Matthew Allen; Zoe Johnston  
**Subject:** August 2022 Employer Newsletter  
  
**Importance:** High

Information Classification: PUBLIC

**Employer Newsletter**  
**August 2022**



## **Pension Fund Annual Member Survey**

The Pension Fund would like to engage with its members to find out their views on responsible investment and the Fund's approach to responsible investment. This will allow the Fund to better understand the views of Scheme members on issues such as climate change.

The feedback will then be taken into account when the Fund conducts its annual review of the Fund's Responsible Investment Policy, later in the year. It will also allow the Fund to establish the best way to communicate with its members on the progress the Fund is making with regards to responsible investment.

Our second annual survey is due to open on 15th August 2022. If you would like to take part in the short survey, once it is open, please visit the following webpage:

[https://letstalk.cornwall.gov.uk/cornwall-pension-fund/survey\\_tools/survey-2022](https://letstalk.cornwall.gov.uk/cornwall-pension-fund/survey_tools/survey-2022)

Please could you share this message with your employees.

## **Annual Benefit Statements (ABSs)**

It is a statutory requirement that our 2022 Annual Benefit Statements (ABS) are dispatched to members by the end of August.

As in previous years, if we receive a returned ABS as "gone away" i.e. the member is no longer at the last address that you provided to us, we will be sending the returned ABS back to you to issue to the member/s and request that you update us with the member's current address. Please also ensure you continue to notify us of any member change of addresses.

It is also important to remember that the CARE figures entered on the members ABSs will have been taken directly from the year-end information you supplied to the Fund. It is obviously important that we produce accurate ABSs and members will be expected to use the ABS to ensure that the correct CARE amount has been added to their pensions account within six months of receiving their statement.

Incorrect information will result in members being credited with too much or too little benefits which will have an impact on employer contribution rates in the future.

Should a member state that the CARE amount on their 2022 ABS is incorrect, we will advise them to contact their respective employer to resolve the matter.

This year we can offer your organisation a Microsoft Teams webinar to help you members understand the ABS, please see later on in this newsletter for more information.

## **Annual Benefit Statements (ABSs) webinars**

From 12<sup>th</sup> to 16<sup>th</sup> September 2022 it is Pension Awareness Week, so to coincide with this, we are holding 1 hour webinars for your members so that we can walk through our annual benefit statements i.e. explaining what each field or figure means and covers what members should be checking etc. During these webinars we'll also talk about our member self-service facility called My Pension Online.

If you would like to book an hour webinar for your organisation, so that your members can attend, please contact Matt Allen (Payroll, Data and Employer Manager) via [matthew.allen@cornwall.gov.uk](mailto:matthew.allen@cornwall.gov.uk)

Once this has been arranged, we'll send you the unique Microsoft Teams link for your organisation so that you can forward this onto your members, so they can log on to the webinars.

We have limited availability for these webinars during Pension Awareness Week, so we may have to offer your organisation a different date, should the demand exceed availability i.e. webinars in week commencing 26th September instead.

## September virtual employer meetings

Following the success and positive feedback of the virtual half-yearly employer meetings in 2021/2022, we will be running these free to attend meetings again virtually, via Microsoft Teams, in 2022/2023 – with the next round of meetings scheduled for September 2022.

The meetings are grouped by employer type in order that you receive relevant information and ask questions or raise any issues that others may also be experiencing in your sector. Each meeting lasts approximately 1.5hrs.

Areas typically covered are future changes/updated legislation, training and common issues or problems plus time for any of your questions.

The sessions for September 2022 are as follows:

- Colleges and Academies – 13<sup>th</sup> September 2022 at 2pm
- Town and Parish Councils – 13<sup>th</sup> September 2022 at 10am
- CORSERV Group companies – 12<sup>th</sup> September 2022 at 2pm
- Cornwall Council – 14<sup>th</sup> September 2022 at 10am
- Admitted bodies – 12<sup>th</sup> September 2022 at 10am

The admitted bodies employer meetings would include catering and cleaning companies, charities and any other private organisations, not covered by the other employer meetings.

**Please note, last year's attendees/bookings have not been carried forward, therefore you'll need to contact us to re-book your place for the 2022/2023 sessions.**

If you or anyone in your organisation would like to attend these meetings, please email [matthew.allen@cornwall.gov.uk](mailto:matthew.allen@cornwall.gov.uk) and we will send you the Microsoft Teams appointment details.

## Annual employer meeting

We have scheduled an "in person" annual employer meeting for Monday 28<sup>th</sup> November 2022, where some of the items covered include:

- An update from our actuaries, Hymans Robertson, regarding the triennial valuation
- Funding Strategy Statement
- i-Connect update
- Responsible investment update

There will also be an opportunity to discuss your organisations proposed valuation outcome with Hymans Robertson, in a 20 minute pre-bookable one to one meeting.

We will provide more details closer to the date, however please put the 28<sup>th</sup> November 2022 in your diaries so that you can attend this important meeting.

## **Casual or time-sheet employees**

Following the completion of our end of year processing we have identified a number of pension scheme members who have not been paid for a significant period.

We understand that HMRC state that it is good practice to remove employees from the payroll system if they have not been paid for a significant period.

By not sending a leaver form or details for these employees, they may be classed as active members of the Local Government Pension Scheme. Therefore, not only would there still be a death benefit entitlement payable if they were to die, but also as a consequence, there could also be an increase in your liabilities as an employer in the Fund due to incorrect active membership numbers at this year's triennial valuation. The triennial valuation sets your employer contributions rates from April 2023 for the next 3 years.

This will also impact on your i-Connect monthly data submission, once you are onboarded, as you will need to submit the data for casual and time-sheet employees each month.

If any of these employees are treated as leavers and are then subsequent paid again in the future, you will need to confirm this and provide a new entrant form / details to us.

## **LGPS minister changes**

In July 2022, Kemi Badenoch MP resigned from the Government. Kemi Badenoch was Minister of State at the Department for Levelling Up, Housing and Communities. As part of this office, she was responsible for the Local Government Pension Scheme (LGPS).

The Government has recently confirmed that Paul Scully MP has taken over ministerial responsibility for the LGPS.

## **Fund staffing update**

In the July 2022 employer newsletter, we explained that we would shortly be recruiting a new Employer Liaison Officer, we are pleased to say, that Zoe Johnston has been appointed permanently to the role from 22<sup>nd</sup> August 2022.

Zoe can be contacted via her email address: [zoe.johnston@cornwall.gov.uk](mailto:zoe.johnston@cornwall.gov.uk)

The Employer Liaison Officer is your first point of contact for any employer related queries.

As part of the implementation and ongoing requirements of i-Connect, the secure portal for uploading monthly data from employers, we have also appointed Sian Chapman to the role of Payroll and Data Team Leader from 22<sup>nd</sup> August 2022. Her email address is:

[sian.chapman@cornwall.gov.uk](mailto:sian.chapman@cornwall.gov.uk)

Both Zoe and Sian will be managed by Matt Allen (Payroll, Data and Employer Manager), who will provide support and guidance to both of them in their new roles within the Fund.

We will provide an update on the vacant role of Employer Training & Communications Officer in due course.

***Are the right people receiving this communication?***

Please ensure that staff responsible for providing information to us from your organisation receives this communication and if necessary, please notify us of the updated contact details for your organisation.

**Contact:**



Cornwall Pension Fund. 4<sup>th</sup> Floor South Wing, County Hall, Truro TR1 3AY



01872 322322



[www.cornwallpensionfund.org.uk](http://www.cornwallpensionfund.org.uk)



[pensions@cornwall.gov.uk](mailto:pensions@cornwall.gov.uk)

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