PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, Norfolk, NR14 7WB
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Website: www.poringlandparishcouncil.gov.uk

Pension Policy

Policy Reference	PPC 14
Version Number	2
Associated Documents	
Last Review Date	March 2025
Frequency of Review	Three Years
Approved by	Full Council
Date for Next Review	March 2029

This is a non-contractual policy that does not require approval from employees before changes are made. Staff will remain bound by amended non-contractual policies.

PENSION POLICY

As required by Local Government Pension Scheme (LGPS) Regulations 2013 and the LGPS (Administration) Regulations 2008 set out below is the policy statement on Pensions for Poringland Parish Council.

This policy has been approved by Poringland Parish Council at its meeting of the 12th March 2025.

A copy of this policy is available from the Parish Clerk and has also been lodged with the Norfolk Pension Fund.

In all references to agreement by Poringland Parish Council any decisions must be placed before a full meeting of the Council and be subject to an agreed resolution.

Name of Employer	Poringland Parish Council has adopted the policies shown on the following pages
Signed (authorised signatory)	
Name of authorised signatory	Charlotte Hummel - Clerk
Date	12th March 2025

POLICY STATEMENT

COMPULSORY ITEMS:

Awarding Additional Pension : Regulation 31
Poringland Parish Council may increase a member's benefits by awarding additional pension up to a maximum of £6,500 per annum (from April 2014) on agreement of the Council. Poringland Parish Council will consider exercising this discretion only in cases where it can see a clear financial or administrative advantage.

Funding of Additional Pension : Regulations 16(2e) 16(4d)
Poringland Parish Council may fund (either wholly or in part) an active member's Additional Pension Contribution (APC) contract. Requests will be assessed on a case by case basis and should be made in writing to the Chairman of the Council. However where an APC is used to cover a period of unpaid leave, Poringland Parish Council is required to automatically pay 2/3rds of the cost with the member paying the rest, providing the APC request is made within 30 days of the member returning from leave.

Flexible Retirement : Regulation 30(6)
Poringland Parish Council may give consent for a member aged 55 or more who reduces their grade or hours of work (or both) to receive all or part of their benefits immediately, even though they have not left the Councils employment on agreement of the Council. Poringland Parish Council will consider exercising this discretion only in cases where it can see a clear financial or administrative advantage. If the benefits payable on flexible retirement would normally be reduced for early payment Poringland Parish Council may agree to waive all or part of the reduction on agreement of Poringland Parish Council. Poringland Parish Council will consider exercising this discretion only in cases where it can see a clear financial or administrative advantage.

Waiving of Actuarial Reduction : Regulation 30(8)
In circumstances where it can see a clear financial or administrative advantage, Poringland Parish Council may give consent for a member aged 55 or more who leaves its employ without an entitlement to immediate LGPS benefits to receive them straight away regardless on agreement of Poringland Parish Council. If the benefits payable would normally be reduced for early payment, Poringland Parish Council may agree to waive all or part of the reduction. Any request will be determined on a case by case basis and must be backed by reports from the employee's line manager and also the chairman. In the case of the clerk reports will be required from the chairman and vice-chairman.

NON – COMPULSORY ITEMS

Early Payment of Pension : Regulation 30 of the LGPS (Benefits, Membership and Contributions) Regulations 2007
For members who left Poringland Parish Council before 1 April 2014 and subsequently wish to take their benefits between the ages of 55 and 60, Poringland Parish Council may consent to immediate payment of Local Government Pension Scheme benefits. If the member's benefits payable would normally be reduced Poringland Parish Council may agree to waive all or part of the reduction on compassionate grounds. Any waiver will be determined on a case by case basis.

Admission Policy

Employees are not automatically members of the LGPS but are allowed to join if they, or the class of employee to which they belong, have been designated by the employer for membership. Employees permitted to join the LGPS are the position of clerk and assistant clerk.

Appointment of Adjudicator for Member Disagreements: Regulation 74(1)
There is a three stage dispute procedure for members who disagree with any LGPS decision made by their employer. The first stage will be handled by Poringland Parish Council. Poringland Parish Council will appoint an adjudicator whose job title and address will be made available should an application be made by an employee.