

****This email has been sent to all contacts with who we hold with high level authority for your organisation. If there is someone more appropriate within your organisation to attend this workshop, please pass this on****

Good morning,

I am contacting you to let you know about some 'Discretions' workshops we are running for Scheme Employers who have members in the Local Government Pension Scheme.

As you may be aware, in order to comply with the Local Government Pension Scheme regulations all Local Government employers are required to publish a written Discretions Policy Statement. This statement will confirm how you plan to exercise the compulsory discretions outlined by the Local Government Authority (LGA).

If you are a maintained school, your Local Authority will be responsible for this, and you can ignore this email.

Please note, that we will be unable to process any award of additional pension, flexible retirement requests, or waiving actuarial reductions for your employees if there is no published written policy in place. If we do not hold a copy of your policy, this may also add additional delays. If you do have a policy in place and are not sure whether a copy of this is held by Hampshire Pension Services, please can we ask you to email this to pensions.employer@hants.gov.uk and we will ensure that this is stored on your employer record.

The objectives of the workshops are to help Scheme Employers:

- Understand their roles and responsibilities to have a written and published discretions policy
- Understand what discretions they must have a policy on and which ones are optional
- Know what things they should consider when deciding on their policy
- Understand the implications of not having a written and published policy in place
- Know where to find tools and resources to help them write their policy including an example template

When and how do I book?

Hampshire Pension Services will be running 5 workshops during February 2022, to book onto one of these sessions please use the links below:

Monday 7th February 10am – 11am [register now](#)

Thursday 10th February 10am – 11am [register now](#)

Wednesday 16th February 11am – 12pm [register now](#)

Friday 18th February 11am – 12pm [register now](#)

Tuesday 22nd February 2pm – 3pm [register now](#)

Please note there is **no charge for attendance at these sessions**.

Please be aware, the Discretions Policy is an *employer's* legal responsibility, therefore you should not forward this invite to any outsourced payroll provider you use for pensions purposes.

Further guidance

If you are unable to attend any of these sessions but would like to find out more, you can view the current guidance which is available on our website and refer to our suggested example template here: [Employer discretions | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/employer-discretions)

In the meantime, if you do have any further questions about these sessions, please email pensions.employer@hants.gov.uk.

Kind regards,

Employer Services

Hampshire Pension Services

E-mail: pensions@hants.gov.uk | **Web:** www.hants.gov.uk/pensions

Hampshire Pension Services, The Castle, Winchester, SO23 8UB

How are we doing? Click [here](#) to let us know.

Have you registered to view your pension details on our Member Portal?

