

**Milly Southworth**

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**From:** Daniel Pattingale <Daniel.Pattingale@cornwall.gov.uk>  
**Sent:** 29 July 2024 08:27  
**To:** Cornwall Pension Fund  
**Cc:** Matthew Davies; Zoe Johnston  
**Subject:** July 2024 Employer Newsletter

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# Employer Newsletter

## July 2024



Cornwall  
Pension  
Fund

## New LGPS informer document launched

The Scheme Advisory Board (SAB) and the Institute of Chartered Accountants in England and Wales (ICAEW) have published an informer document to explain the timeline and information flow for the triennial valuation and accounting/audit purposes.

The document is intended to be a practical document that explains:

- how the LGPS works in practice.
- key information flows between employing bodies, pension funds and actuaries.
- the content and purpose of annual accounting reports and triennial valuations.
- key accounting requirements for employing bodies.
- the role of external auditors.

The primary audience for this informer is Scheme employers and their external auditors.

## i-Connect submissions outside of school term

i-Connect submissions are required to be completed by the 19<sup>th</sup> of each month, as set out in our administration strategy, this includes during and outside of school term times. If your organisation is unable to complete this process, please contact the Employer team on [employerdata@cornwall.gov.uk](mailto:employerdata@cornwall.gov.uk) at your earliest convenience.

## Pay after leaving

You can now add 'pay after leaving' to your i-Connect submissions. This only applies to payments within the scheme year, updates for previous scheme years still need to be sent to the Employer Data team. If a member's 'pay after leaving' cannot be updated automatically via i-Connect, it will create a 'suppressed' task for manual completion by our Employer Data team.

If i-Connect is unable to match the member to our records and requests a start date to be added to your file, please do **not** continue with this process as it will create a new record rather than updating the record you are looking for. If this happens, please send the file to the Employer Data Team where they can advise on the best way to proceed.

**CSV files:** add the member back onto the file using the same details from when they were active e.g. pension reference etc. but with the updated figures.

**Online submissions:** You can only add payments after leaving if the member has not been removed from your i-Connect account. When processing a leaver, your next submission will let you remove them. If there's an additional payment, please leave them on and update the payment values. If they have already been removed, please send the update to the Data team via email.

## Upcoming training

To support our employers, we are hosting two training sessions via MS Teams: one on Final Pay and another on Assumed Pensionable Pay (APP). These sessions will be held quarterly to provide support throughout the year.

- Final Pay – 21 August 2024, 10am – 11:30am
- APP – 22 August 2024, 10:30am – 11:30am

If you would like to attend, please email [Daniel.pattingale@cornwall.gov.uk](mailto:Daniel.pattingale@cornwall.gov.uk) for an invitation.

For a more bespoke training session tailored to your organisation, please contact Daniel at the above email for more information.

If you have a query about Final Pay or APP calculations, please contact your Employer Data officer for support. They can review your calculations before you submit them to the Fund.

## Local Pension Board appointment

We are delighted to announce we have recently filled a position of Employer Representative on our Local Pension Board. We welcome Sam Davis from Truro & Penwith Academy Trust to the role. We are confident that his expertise and insights will greatly benefit the discussions and decisions of the Board. Congratulations Sam on your new undertaking.

We currently have a vacancy for an additional Employer Representative. If you are interested in applying or can recommend anyone at your organisation that you feel could fulfil this role, please email Matt Davies, Pension Benefits Manager: [matthew.davies@cornwall.gov.uk](mailto:matthew.davies@cornwall.gov.uk)

Further information on the Local Pension Board can be viewed on our website: <https://www.cornwall.gov.uk/jobs-and-careers/cornwall-pension-fund/governance/local-pension-board/>. Successful applicants must have the capacity to attend regular meetings (four per year) and training sessions (at least twice a year).

## REMINDER | Annual Benefit Statements (ABS)

Annual Benefit Statements are available for our members via My Pension Online. As previously mentioned in our March Employer Meetings, paper statements will no longer automatically be posted to members, but they can request one. Members will have received a letter from the Fund with instructions on signing up to our online portal and accessing their statements. This will also include details of how members can request a paper statement if they are not able to access My Pension Online.

Should any member have difficulty accessing My Pension Online please direct them to: [pensionsonline@cornwall.gov.uk](mailto:pensionsonline@cornwall.gov.uk)

## Annual Pension Roadshow

If any members were unable to visit us in-person, then they can attend online! We are holding two presentations on the 'The benefits of the LGPS' at 10.30am and 4pm on Friday 2 August

2024 via MS Teams: <https://www.cornwall.gov.uk/jobs-and-careers/cornwall-pension-fund/news/>

**Please share this with LGPS members in your organisation**

## **REMINDER | Annual Member Survey 2024**

There's still time to share your views on the Cornwall Pension Fund's approach to responsible investment.

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.

We have now published our fourth annual survey. If you would like to take part in the short survey, please visit: [Pension Fund Survey 2024](#)

**Please share this message and survey link with your employees.**

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### **Contact:**



Cornwall Pension Fund. County Hall, Truro TR1 3AY



01872 324 234



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



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

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