

To: Salaries and Wages
Human Resources
Pension Contacts

Circular 12/2013
15 October 2013

At: All Employing Authorities

Dear Colleagues,

Flexible Retirement – procedural update

The purpose of this circular is to clarify the procedure relating to flexible retirement. A member taking flexible retirement remains an active member of the Scheme with the right to opt out.

Background

The Local Government Pension Scheme (Amendment) Regulations (NI) 2013 (SRNI 2013 No. 71), which came into operation in April 2013 changed the regulations relating to joining the Scheme. You may recall that these regulations clarified that an employee on a contract of more than three months is immediately entered into the Scheme from his/her commencement date. This also applies to members who have taken flexible retirement.

Action for employers

Employers will need to ensure that any member taking flexible retirement is re-entered into the LGPS (NI) from the day after the date of flexible retirement. Please ensure that an LGS1, new member's form, (or the new member template if you are now submitting new members electronically) is completed and forwarded promptly to NILGOSC. You may need to revise your flexible retirement procedure to accommodate this change. Please note that NILGOSC will issue a new member reference number for the post-flexible retirement post and this new member reference number must be used for your annual return submission.

The member does, of course, have the right to opt out following re-entry to the Scheme. A member can obtain the opt-out form, LGS2, from NILGOSC by either downloading the form from our website www.nilgosc.org.uk, texting OPTOUT followed by the member's name and address to 66101 or email to optout@nilgosc.org.uk.

Please do not hesitate to contact me if you have any queries.

Yours sincerely

A handwritten signature in black ink that reads "Zena Kee". The letters are cursive and connected, with a fluid, personal style.

Zena Kee
Pensions Manager