

Elected member LGPS opt-in form

This form is for eligible councillors and mayors (elected members) in England to join the LGPS. As an elected member, if you wish to join the LGPS, you must opt into the Scheme. If you wish for an allowance to be pensionable, you must return an opt-in form to the body that pays you that allowance.

Personal Details

Full name Title

Date of birth NI number

Home address
(incl. postcode)

Contact number Email address

Service details

Elected members are eligible to join the LGPS in respect of each authority that pays allowances or salary to them. This includes county councils, district councils, unitary councils, London boroughs, fire and rescue authorities, combined authorities and combined county authorities.

The Greater London Authority and the Court of Common Council of the City of London must determine you are entitled to be a member of the Scheme before you join.

I wish to join the LGPS as a councillor or mayor serving the authority named below from the start of the next pay period. I authorise the deduction of ongoing pension contributions from my allowances/salary at the appropriate contribution rate.

Relevant authority

Signature

Date

Please return the completed form to the relevant authority.

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How do I join the LGPS?

You can choose to join the Scheme if you are eligible and under 75. To secure your entitlement to the Scheme benefits it is important that you complete and return a joining form. Once the relevant authority receives your form, they will start deducting pension contributions from your allowance or salary. You should check your payslips to make sure the correct contributions are being taken.

Your local LGPS pension fund will set up your pension record and send you an official notification of your membership of the Scheme.

If you receive an allowance or salary from more than one authority and want pension benefits from each role, you must complete **a separate joining form for each authority**.

What do I pay?

As an elected member, you pay a percentage of your pensionable pay into the LGPS. Your contribution rate is based on how much you are paid. It's currently between 5.5% and 12.5%. You can find out how much the Scheme costs using the contributions calculator on www.lgpsmember.org.

Your pensionable pay is the total of all basic allowance, special responsibility allowance, salary and other relevant allowances paid by your authority. Generally this means that all pay from your authority is pensionable except travel and subsistence allowances.

Your authority pays the balance of the cost of providing your LGPS benefits. On average, your authority will pay roughly three times what you pay.

How are benefits worked out?

1/49th of your pensionable pay is put into your pension account every year. The balance in your pension account at the end of each year is adjusted in line with the cost of living. When you retire, the balance in your pension account is the annual pension payable for life. You will have the option to give up some of this pension for a tax-free lump sum at retirement.

Additionally, your family enjoys financial security, with immediate life cover and a pension for your spouse, civil partner or eligible cohabiting partner and eligible children in the event of your death in service. If you become seriously ill and you've met the two year qualifying period, you could receive your pension straight away.

Can I join if I already pay into another pension?

Yes - you can pay into the LGPS even if you already contribute to another pension scheme. You are allowed to pay into as many pension schemes as you like. Each tax year, you can usually pay up to the full amount of your UK taxable earnings into one or more pension schemes and receive tax relief. This is subject to the annual allowance, which limits the total amount of pension savings you can build up tax-free in a year.