

**LB HAVERING PENSION FUND - MEMBER COMMUNICATION PLAN 2024/25**

The key objectives of the communications policy are:

- To improve the understanding of members, their representatives and perspective members of the benefits of the Local Government Pension Scheme
  - Assist Scheme employers in understanding their roles and responsibilities within the LGPS and to provide guidance and support
    - To improve the service that Pension Fund Members receive
    - Use plain English for all communications
- Identify and use the most appropriate communication method to take account of stakeholders' different needs
  - To communicate in the most effective and cost efficient way

Time line:	Date Requested/Sent:	Audience:	Method of distribution:	Overview:	Detail:	Links:
April		LBH CORPORATE	GlobalEmail	Useful Links and Contact details: LPP Contact details - reminder that pensions administration is outsourced. Expressions of Wish	Provide details of latest LPPA newsletter (Contact Judith Richards at LPPA for latest). PensionPoint, LPPA Contact Us. LGPS Members website	<a href="#">PensionPoint - Log in to your LPPA online portal - Home (lppapensions.co.uk)</a> <a href="#">Forms &amp; documents • Local Pensions Partnership Administration (lppapensions.co.uk)</a> <a href="#">Contact us • Local Pensions Partnership Administration (lppapensions.co.uk)</a>
		Scheduled/ Admitted Bodies	Email to employer to be distributed			
		LA Schools	HES Newsletter			
May		LBH CORPORATE	GlobalEmail	Benefits of LGPS - encouraging new members	Share 10 Good Reasons to join LGPS and details on 50/50 scheme.	
		Scheduled	Email to employer to be distributed			
		LA Schools	HES Newsletter			
June		LBH CORPORATE	GlobalEmail	Corporate LBH email - get our own staff on pensionpoint, expressions of wish	Follow up with LPPA to measure success	<a href="#">Forms &amp; documents • Local Pensions Partnership Administration (lppapensions.co.uk)</a>
July		LBH CORPORATE	GlobalEmail	Planning for Retirement	Link in any online training LPPA are offering at the time. Retirement Planning Guide, Retirement Factsheet.	
		Scheduled/ Admitted Bodies	Email to employer to be distributed			
		LA Schools	HES Newsletter			
Aug				to follow		
Sept		Public	Website Update	ABS's ONLINE REMINDER & Expression of Wish	Pensions Awareness Day feels like a great opportunity to remind you about the benefits of being a member of the Local Government Pension Scheme. Etc	
		LBH CORPORATE	GlobalEmail			
		Scheduled/ Admitted Bodies	Email to employer to be distributed			
		LA Schools	HES Newsletter, or email to Headteachers for cascade			
Oct		Affected Staff	Targeted Email	Annual Allowance - Pension Savings Statements go out		
Nov		LBH CORPORATE	GlobalEmail	Register for PensionPoint		
		Scheduled/ Admitted Bodies	Email to employer to be distributed			
		LA Schools	HES Newsletter			
Dec		LBH CORPORATE	GlobalEmail	Useful Links and Contact details: LPP Contact details - reminder that pensions administration is outsourced. Expressions of Wish	Provide details of latest LPPA newsletter (Contact Judith Richards at LPPA for latest). PensionPoint, LPPA Contact Us. LGPS Members website	<a href="#">PensionPoint - Log in to your LPPA online portal - Home (lppapensions.co.uk)</a> <a href="#">Forms &amp; documents • Local Pensions Partnership Administration (lppapensions.co.uk)</a> <a href="#">Contact us • Local Pensions Partnership Administration (lppapensions.co.uk)</a>
		Scheduled/ Admitted Bodies	Email to employer to be distributed			
		LA Schools	HES Newsletter			
Jan		LBH CORPORATE	GlobalEmail	Planning for Retirement	Link in any online training LPPA are offering at the time. Retirement Planning Guide, Retirement Factsheet.	
		Scheduled/ Admitted Bodies	Email to employer to be distributed			
		LA Schools	HES Newsletter			
Feb		LBH CORPORATE	GlobalEmail	Benefits of LGPS - encouraging new members	Share 10 Good Reasons to join LGPS and details on 50/50 scheme.	
		Scheduled	Email to employer to be distributed			
		LA Schools	HES Newsletter			
March				to follow		