

**LB HAVERING PENSION FUND - MEMBER COMMUNICATION PLAN 2025/26**

- 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:	New PensionPoint registrations & EoW Take Up
April			Intranet Update	Auto Enrolment is Coming - 1st May- Benefits of LGPS	Share 10 Good Reasons to join LGPS and details on 50/50 scheme.		Q4: A-118, B-4, D-88, P-37
		LBH CORPORATE	GlobalEmail				
		LA Schools	HES Newsletter				
May		LBH CORPORATE	GlobalEmail	Transfer deadline reminder	12 months from joining to bring in any previous pension entitlements		request EoW take up
		Scheduled/ Admitted Bodies	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 - Details of PensionWise service for AVC members	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		LBH CORPORATE	GlobalEmail	Factsheet on 50/50 and Benefits of the Scheme, for intranet and to Employers to filter down.			
		Scheduled/ Admitted Bodies	Email to employer to be distributed				
Sept		Public	Website/Intranet 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			Q2 PensionPoint results
Nov		LBH CORPORATE	GlobalEmail	Register for PensionPoint - Transfer deadline reminder			
		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 - Details of PensionWise service for AVC members	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		LBH CORPORATE	GlobalEmail	Transfer deadline reminder			
		Scheduled	Email to employer to be distributed				
		LA Schools	HES Newsletter				