

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:
April	25/04/2025	LBH CORPORATE	Yammer Email	Auto Enrolment is Coming - 1st May- Benefits of LGPS	Share 10 Good Reasons to join LGPS and details on 50/50 scheme.
	24/04/2025	LBH CORPORATE	GlobalEmail		
	24/04/2025	LA Schools	HES Newsletter		
May	30/05/2025	LBH CORPORATE	GlobalEmail	Transfer deadline reminder	12 months from joining to bring in any previous pension entitlements
	30/05/2025	Scheduled/ Admitted Bodies	Email to employer to be distributed		
	30/05/2025	LBH CORPORATE	Viva Engage		
	30/05/2025	LA Schools	HES Newsletter		
June	to be revisited	Targetted staff	Email	Prudential newsletter and member site	Get list of those members under LBH with AVC contract from LPPA
	25/06/2025	LA Schools	HES Newsletter	McCloud webinars offered by LGA	
	25/06/2025	LBH CORPORATE	Yammer Email		
	25/06/2025	LBH CORPORATE	GlobalEmail		
July	22/07/2025	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.
	22/07/2025	LBH CORPORATE	Viva Engage		
Aug	22/08/2025	LBH CORPORATE	GlobalEmail	Reminder of Intranet site	
Sept	15/09/2025	LBH CORPORATE	Big News Intranet	Pensions Awareness Week	
Sept	22/08/2025	Public	Website/Intranet Update	ABS's ONLINE REMINDER	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
	16/09/2025	LBH CORPORATE	GlobalEmail		
	16/09/2025	Scheduled/ Admitted Bodies	Email to employer to be distributed		
	16/06/2025	LA Schools	HES Newsletter, or email to Headteachers for cascade		
Oct		LBH CORPORATE	GlobalEmail	DIS Death Grant Tax Implications, see diary note & Expression of Wish	
		Scheduled/ Admitted Bodies	Email to employer to be distributed		
		LA Schools	HES Newsletter, or email to Headteachers for cascade		
		Affected Staff	Targeted Email	Annual Allowance - Pension Savings Statements go out	
Nov		LBH CORPORATE	GlobalEmail	Register for PensionPoint (to include targeted emails to Employers where required) - 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 (to include targeted emails to Employers where required)	Provide details of latest LPPA newsletter (Contact Judith Richards at LPPA for latest). PensionPoint, LPPA Contact Us. LGPS Members website
		Scheduled/ Admitted Bodies	Email to employer to be distributed		
		LA Schools	HES Newsletter		

Time line:	Date Requested/ Sent:	Audience:	Method of distribution:	Overview:	Detail:
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		