

## Local Government Pension Scheme – Bedfordshire Pension Fund

### Application to move into the 50/50 section of the scheme

This form is for members of the LGPS who want to leave the main section of the scheme and move to the 50/50 section of the scheme. Please read the attached notes and think carefully about the benefits available under the LGPS before deciding if you want to opt for the 50/50 section of the scheme.

Please fill in your personal details and the details of the job(s) in which you want to join the 50/50 section. If you have more than one job you can opt for the 50/50 section in one, some or all the jobs and you should only give details of the job(s) in which you want to move to the 50/50 section. If you want to move to the 50/50 section in more than 3 jobs, you will need to complete and return an extra form. If you hold jobs in the LGPS with different LGPS employers, you will need to complete and return a separate form for each employer.

**You can only sign and date this form once you have started employment in the job(s) in which you wish to join the 50/50 section. If you sign and date this form before then, it will be invalid.**

Surname:	First name(s):
Mr / Mrs / Ms / Miss / Other:	National Insurance Number:
Address (please include post code):	
Name of employer:	
Job Title	Payroll number (if known)
Job 1:	
Job 2:	
Job 3:	
<b>Declaration</b> <ul style="list-style-type: none"> <li>I have read and I understand the notes and I confirm that I wish to move to the 50/50 section in the job(s) I have listed on this form.</li> <li>I understand that while I am in the 50/50 section in that job I will only be building up half my normal pension in that job and that if I choose to join the 50/50 section I will have a lower income when I retire than if I was a member of the main section of the LGPS.</li> <li>I understand that any additional pension (APC) contract I have must cease (unless it is to buy pension 'lost' during a period of authorised unpaid leave).</li> <li>I have not been forced or asked by my employer to join the 50/50 section of the LGPS.</li> <li>I am aware that at any time whilst I am eligible for membership of the LGPS I can choose to opt back into the main section of the LGPS by completing the relevant form.</li> <li>I am aware that if I go on to no pay due to sickness or injury, or during a period of ordinary maternity leave, ordinary adoption leave or paternity leave, and I am still on no pay at the beginning of the next pay period, my employer will then move me back into the main section of the LGPS. On return to work I would have the right to opt to move back to the 50/50 section if I wished to do so.</li> <li>I am aware that my employer is required to automatically put me back into the main section of the LGPS approximately three years from the date they first have to comply with the automatic enrolment provisions of the Pensions Act 2008 (and approximately every three years thereafter). I will have the right to make a further 50/50 election at that time if I wish to do so.</li> </ul>	
Signed:	Date:

Please send your completed form directly to your payroll or Human Resources department

## How does the 50/50 section work?

There are two sections in the LGPS – the main section and the 50/50 section. The main section is where you pay normal contributions and get your normal pension build up. In the 50/50 section you pay half your normal contributions and build up half your normal pension during the period you are in that section. However, if you move to the 50/50 section you still get full life assurance cover, full ill health cover and full survivor benefits in the event of your death. In other words, the cover for those benefits is the same as if you were in the main section.

You can choose to move from the main section to the 50/50 section at any time. You will need to complete this form if you wish to move to the 50/50 section. You will be moved to the 50/50 section from the next available pay period after your employer receives your signed form.

If you have more than one job you can choose the 50/50 section in one, some or all your jobs.

If you are in the LGPS with more than one employer, a separate form must be completed and returned for each employer where you wish to join the 50/50 section.

If you choose to move to the 50/50 section any extra pension contributions or additional voluntary contributions (AVCs) would continue to be payable in full (not at half rate). The only exception to this is that any additional pension contributions (APCs) you are paying to purchase extra pension would have to stop (unless those APCs are to purchase pension 'lost' during a period of authorised unpaid leave of absence or during a period of unpaid additional maternity, paternity or adoption leave or unpaid shared parental leave, or during a period of industrial action).

## How long can I remain in the 50/50 section?

The 50/50 section is designed to be a **short-term** option for when times are tough financially. Because of this your employer must automatically put you back into the main section of the LGPS approximately three years from the date they first have to comply with the automatic enrolment provisions of the Pensions Act 2008 (and approximately every three years thereafter). Your employer will move you back into the main section of the scheme at that time regardless of when you moved into the 50/50 section (even if, for example, you had only moved to the 50/50 the previous month). Your employer will tell you when this is about to happen. If you wish to continue in the 50/50 section at that point you would need to complete a new form to remain in the 50/50 section.

If, during a pay period, you go on to no pay due to sickness or injury, or during a period of ordinary maternity leave, ordinary adoption leave or paternity leave, and you are still on no pay at the beginning of the next pay period, your employer will then move you back into the main section of the LGPS. That is to your advantage as you will then start to build up full pension again, even though you will not be paying pension contributions. On return to work you would have the right to choose to move back to the 50/50 section if you wished to do so.

At any time whilst you are in the 50/50 section you have the right to choose to move back to the main section of the scheme (provided you are under age 75 and you remain in a job that qualifies you for membership of the scheme). You would need to complete a form to move back to the main section. You can find a form at [www.bedspensionfund.org](http://www.bedspensionfund.org)

You would be brought back into the main section from the next available pay period after your employer receives the completed form and you would then start to again build up a full pension. If you are in the 50/50 section in more than one job you can choose to move back into the main section in all or some of the jobs.

If you take up another job with your employer at the same time as continuing to hold your current job, you will be put into the main section of the LGPS in that new job. You would then have the right to choose to move to the 50/50 section in that new job if you wished to do so.

If you change jobs with the same employer or move to a new employer where you are eligible to join the LGPS, your employer will put you into the main section of the LGPS in that new job. You would then have the right to choose to move to the 50/50 section in that new job if you wished to do so.

### **Can my employer ask me or force me to join the 50/50 section?**

No, your employer cannot ask you or force you to join the 50/50 section. If you are asked or forced to join the 50/50 section you can inform The Pensions Regulator at:

<https://www.thepensionsregulator.gov.uk/contact-us>

### **Returning the completed form**

The completed 50/50 option form should be returned to your employer. It is important that you fully complete this form. If it is incomplete, or you do not provide enough detail for your employer to identify the job(s) in which you wish to join the 50/50 section, the form will not be accepted as a valid request and will be returned to you for clarification.

### **How your form will be used**

This form, once completed and returned, will be used to end your active membership of the main section of Local Government Pension Scheme, and start deductions of half of your normal pension contributions in line with your instructions on this form. The form will be retained as a record of your decision to join the 50/50 section of the Local Government Pension Scheme or, if you hold more than one job with us, as a record of your decision to join the 50/50 section in the job or jobs you have indicated on the form.

If you have any questions about completing the form, please contact Bedfordshire Pension Fund:

**Telephone:** 01234 276912

**Email:** [pensions@bedford.gov.uk](mailto:pensions@bedford.gov.uk)

The 50/50 application form and notes are based on the LGPS Regulations 2013. The notes cannot cover every circumstance, and if there is a dispute the appropriate law will apply.