

## **Section 1 - Employer information**

This form relates to your organisation's participation within the Local Government Pension Scheme (LGPS) and specifically your individual results for the 31 March 2025 formal funding valuation. It should be read alongside the information sent to you by the pension fund you participate in with your valuation results schedule.

Please complete the information throughout this form to provide us with the relevant information to complete your reporting request, noting some fields are not mandatory (where \* indicates a mandatory field).

Any enhanced materials requested by the employer in this form come at an additional cost, and these fees should have been set out in the correspondence accompanying this portal link between you and the pension fund.

If you have any questions or require any assistance with your form submission, please contact us at [LGPSCentralValuationTeam@hymans.co.uk](mailto:LGPSCentralValuationTeam@hymans.co.uk)

**1. In which LGPS pension fund(s) does your organisation participate in for the results related to this submission?\***

*Please note, if you participate in more than one LGPS fund listed below, please complete a separate request form for each fund.*

**2. What is the name of your organisation?\***

*Please select the name from the list below which should match the name on your valuation results schedule received from the pension fund.*

## **Section 2 - Funding strategy statement consultation**

The pension fund's Funding Strategy Statement (FSS) is an important document that sets out information for employers on their participation within the fund and the funding approach adopted for the 2025 valuation. A copy of the draft FSS will have been sent to you alongside your valuation results schedule. The pension fund seeks to engage with all employers as part of its FSS consultation process to ensure that employers understand the funding strategy. Please complete the information below to acknowledge receipt of the draft FSS and to share your response to the FSS consultation. Please note the FSS consultation has a deadline as set out in the email from the pension fund accompanying your results schedule.

**3. The FSS is clear and concise, it uses plain English and avoids acronyms, where possible.**

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

**4. The FSS consultation is informative, and I have sufficient time to prepare informed responses.**

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

**5. I have been provided with sufficient detail about the policies adopted within or alongside the FSS, such as policies on employer exits.**

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

**6. I understand what the next steps in the process will be and how the outcome of the consultation will be communicated.**

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

**7. Please provide your views on the draft FSS**

### **Section 3 - Acknowledgement of results**

The pension fund needs to ensure that all employers have received their valuation results, including the proposed contribution rates from 1 April 2026, and have had the opportunity to raise any questions or engage with the fund on the results and next steps. Please complete the information below to acknowledge receipt of your valuation results and proposed contribution rates. The pension fund requires all employers to acknowledge receipt of their results and will send follow up emails and communications throughout the coming weeks for any employers yet to acknowledge receipt. To help minimise this administration burden on pension fund officers, please complete this at your earliest convenience

**8. I have read and understood my valuation results schedule (including my proposed rates) from the pension fund.\***

*If no, then please leave further comments under question 10 below.*

- Yes
- No

**9. I wish to formally acknowledge the contribution rates set out in the schedule from 1 April 2026.**

*Please note, the fund requires formal acknowledgment of the contribution rates from all employers by the agreed deadline, as set out in the email from the pension fund accompanying your results and this portal link. The pension fund will follow up again with all outstanding employers before the deadline has passed. The Fund will automatically assume acknowledgement and acceptance of the contribution rates payable from 1 April 2026 for any employers who have not responded by the agreed deadline.*

- Yes
- No

**10. Please ask any questions or provide comments about your results schedule for the attention of the Pension Fund officers**

*Particularly if you answered No to either question 8 or 9*

## **Section 4 - Enhanced materials**

To help you understand your valuation results schedule in more detail, the pension fund can instruct the actuary to provide additional materials on your request, as set out below. Further information is also contained in the email accompanying your results.

- 1) **Supplementary paper** – provision of a short paper explaining the figures and terminology within your results schedule in greater detail and providing a breakdown of the key movements on your specific results since the previous valuation.
- 2) **Slide deck** and accompanying script – provision of a slide deck and accompanying script to assist explaining your results to committees/boards/governors.

Please select any enhanced materials for your organisation below.

### **11. Supplementary paper request\***

In addition to your individual valuation results schedule, you are able to request an additional supplementary paper explaining the key movements on your own specific numbers over the period since the previous valuation. This would include the financial impact of all the different market and assumption movements on your assets and liabilities. The paper aids understanding of the figures and helps with questions from your committees/boards/directors/governors

- Yes, I would like to receive an additional supplementary paper
- No, I do not require anything further at this stage

### **12. Slide deck (and accompanying script) request\***

In addition to your individual valuation results report, you are able to request a slide deck and accompanying script to enable easy presentation of your own specific results to committees/boards/finance team. The slides and script summarise your organisation's key figures and breaks down all the movements that have taken place since the previous valuation.

- Yes, I would like to receive an additional slide deck and script
- No, I do not require anything further at this stage

## **Section 5 - Employer contact information**

The pension fund has issued your individual valuation results schedule to the pension contacts they currently hold within their systems. Please complete the information below to capture who has filled out this request and other individual contacts or central mailboxes that should be included in future valuation related correspondence.

Your personal data (name and email address) will be processed in accordance with our Privacy notice ([www.hymans.co.uk/privacy-notice](http://www.hymans.co.uk/privacy-notice))

- 13. Please provide your name and position within your organisation\***
- 14. Please provide your email address\***
- 15. Please provide the email addresses of colleagues (or a central mailbox) within your organisation that you wish to also be included in valuation related correspondence.**
- 16. Please let us know if you have any other questions or requests**