

Part-time & Term-time Membership

This leaflet shows how part-time and term-time membership is calculated for pre 1 April 2014 membership

Pension benefits in respect of membership built up before 1 April 2014 for part-time and/or term-time members are calculated using adjusted membership and full-time equivalent pensionable pay.

Example 1 – Part-time hours

An employee was a member of the scheme for 22 years (of which 20 years fell before 1 April 2014) working 18.50 hours per week in a 52-week post. The employee earned pensionable £10,000 in their final year. Therefore, the membership and pensionable pay that would be used to calculate the pension benefits in respect of pre-April 14 membership are as follows:

Working hours shown = 18.50/37.00

Total membership = 20 years x 18.50/37.00 = 10 years

Pensionable pay = £10,000 x 37.00/18.50 = £20,000

If you work full time but the maximum number of weeks for your post is less than 52 weeks per year i.e. term time, then the following calculation would apply.

Example 2 – Term-time weeks

An employee was a member of the pension scheme for 22 years (of which 20 years fell before 1 April 2014) working 37 hours per week in a 43.33 week per year post. The employee earned pensionable pay of £16665.38 in their final year. Therefore, the membership and pensionable pay that would be used to calculate the pension benefits in respect of pre-April 14 membership are as follows:

Working hours shown = whole time (e.g. 37.00/37.00)

Total membership = 20 years

Pensionable pay = £16,665.38

If you work part time but the maximum number of weeks for your post is less than 52 weeks per year i.e. term time, then the following calculation would apply.

Example 3 - Part time, part year

An employee was a member of the pension scheme for 22 years (of which 20 years fell before 1 April 2014) working 18.50 hours per week in a 43.33 week per year post. The employee earned £8332.69 in their final year. Therefore, the membership and pensionable pay that would be used to calculate the pension benefits in respect of pre-April 14 membership are as follows:

Working hours shown = 18.50/37.00

Total membership = 20 years x 18.50/37.00 = 10 years

Pensionable pay = £8,332.69 x 37.00/18.50 = £16,665.38

Example 4 - Changing part-time hours and term time weeks

An employee worked 26.00/37.00 hours per week for 44.30 weeks per year for 20 years. In their final 6 years (of which 4 years fell before 1 April 2014) the employee worked 18.50 hours per week for 52 weeks per year. The employee earned pensionable pay of £10,000 in their final year. Therefore, the membership and pensionable pay that would be used to calculate pension benefits in respect of pre-April 14 membership are as follows:

Working hours shown = 26.00/37.00

18.50/37.00

Membership = 20 years x 26.00/37.00 = 14 years 19 days

= 4 years x 18.50/37.00 = 2 years

Total Membership = 16 years 19 days

Pensionable pay = £10,000 x 37/18.50 = £20,000

Keeping us up to date

Finally, please remember to let us know if your address changes so that we can keep you up to date with information about your pension benefits. You can do this by logging into My Pension Online - Member Self Service via our website.

All data held is for the purpose of administering the pension scheme and paying pension benefits. The administrators have a legal obligation and a legitimate interest under the General Data Protection Regulation (GDPR) or any superseding legislation in processing data as a result of your membership of the scheme. This may include passing such data to the actuary, administrators, auditors, insurers, lawyers and such other third parties as may be necessary for the operation of the scheme. The LGPS Administering Authority and LPP who administer 'The Scheme', are joint data controllers under the GDPR and remain legally responsible for collecting and processing personal data under the GDPR for the scheme.

DISCLAIMER

This document is for general use and cannot cover every personal circumstance as its contents are based on our understanding of the legislation and events at the time. In the event of any dispute over your pension benefits, the appropriate legislation will prevail as this document does not confer any contractual or statutory rights and is provided for information purposes only.