

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 12 years (of which 10 years fell before 1 April 2014) working 14.00/37.00 hours per week. The employee earned pensionable pay of £7,000.00 in their final year. Therefore, the membership and pensionable pay that would be used to calculate the pension benefits in respect of the pre 1 April 2014 membership are as follows:

Working hours shown as = 14.00/37.00

Total membership = 10 years x 14.00/37.00 = 3 years 286 days

Pensionable pay = £7,000.00 x 37.00/14.00 = £18,500.00

Example 2 - Term-time weeks

An employee was a member of the scheme for 12 years (of which 10 years fell before 1 April 2014) working full-time hours and term-time weeks of 43.33 weeks per year. The employee earned pensionable pay of £12,499.00 in their final year. Therefore, the membership and pensionable pay that would be used to calculate the pension benefits in respect of the pre 1 April 2014 membership are as follows:

Working hours shown as = 37.00 x 43.33/52 = 30.83/37.00

Total membership = 10 years x 43.33/52 = 8 years 121 days

Pensionable pay = £12,499.00 x 52/43.33 = £14,999.95

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 was a member of the scheme for 26 years (of which 24 years fell before 1 April 2014). For the first 20 years of being in the scheme the employee worked 26.00/37.00 hours per week for 44.30 weeks per year. For the next 4 years the employee worked 18.50/37.00 hours per week for 43.33 weeks per year. The employee earned pensionable pay of £7,449.42 in their final year. Therefore, the membership and pensionable pay that would be used to calculate the pension benefits in respect of the pre 1 April 2014 membership are as follows:

Working hours shown = 26.00 x 44.30/52 = 22.15/37.00

18.50 x 43.33/52 = 15.42/37.00

Membership = 20 years x 26.00/37.00 x 44.30/52 = 11 years 355 days

4 years x 18.50/37.00 x 43.33/52 = 1 year 243 days

Total membership = 11 years 355 days + 1 year 243 days = 13 years 233 days

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.

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