

**LONDON BOROUGH OF SUTTON & ROYAL  
BOROUGH OF KINGSTON UPON THAMES SHARED  
PENSIONS SERVICE**



**OPTION TO LEAVE THE LOCAL GOVERNMENT  
PENSION SCHEME**

Direct Line: 020 8770 5290  
Email: [skpensions@sutton.gov.uk](mailto:skpensions@sutton.gov.uk)

If you are thinking of opting out of the LGPS, you may first want to consider an alternative option which is to elect to move to the 50/50 section of the scheme. The 50/50 section allows you to **pay half your normal contributions** in return for **half the standard pension accrual**. To find out more, please visit; [www.lgpsmember.org](http://www.lgpsmember.org)

Once you have considered this option, if you wish to move to the 50/50 section of the LGPS (instead of opting out of the LGPS) you should complete the Election to Join the 50/50 Section of the LGPS which can be found on the Sutton and Kingston websites.

***PLEASE NOTE*** - If you opt out of the LGPS in an employment (other than a concurrent employment) on or after 11 April 2015 with an entitlement to a deferred benefit and subsequently rejoin the scheme you will not be able to aggregate your periods of membership.

**Declaration:**

I declare that by opting out of the Local Government Pension Scheme (LGPS) I am knowingly giving up the opportunity to participate in the LGPS which would provide a guaranteed package of benefits which are backed by law including:

- **a secure pension** – payable for life that increases with the cost of living
- **tax free cash** – the option to exchange part of my pension for some tax-free cash at retirement
- **life cover** – with a lump sum of three times my final pay if I die in service
- **cover for my family upon my death** – including a survivor's pension for my spouse, civil partner or eligible cohabiting partner as well as children's pensions

and, once I've met the two years vesting period in the scheme:

- **voluntary early retirement** – from age 55 (even though the scheme's normal pension age is the same as your State pension age but with a minimum of age 65). Benefits drawn before normal pension age may be reduced for early payment.
- **serious ill-health cover** – if I have to retire due to a serious illness I could receive immediate benefits based on an enhanced period of scheme membership
- **redundancy cover** – with the early payment of pension benefits if I am made redundant or retired on business efficiency grounds at 55 or over

- **aggregation** – the option to combine this period of membership that I am terminating with any future membership on re-joining the scheme

I understand that if I opt out I **will lose the right to pension contributions from my employer**. I understand that if I opt out I may have a lower income when I retire.

**THIS IS A VERY IMPORTANT DECISION WHICH COULD ADVERSELY AFFECT YOUR FINANCIAL SECURITY IN RETIREMENT, YOU MAY WISH TO DISCUSS THE MATTER WITH YOUR DEPENDANTS/POTENTIAL BENEFICIARIES AND AN INDEPENDENT FINANCIAL ADVISER.**

**Your employer cannot ask you or force you to opt out. If you are asked or forced to opt out you can tell The Pensions Regulator - see [www.thepensionsregulator.gov.uk](http://www.thepensionsregulator.gov.uk)**

**DECLARATION:** I have considered the 50/50 section of the scheme and read the above notes I still wish to opt out of Local Government Pension Scheme membership in respect of the posts indicated below\*.

Signed .....

Date\*\* .....

**\*\*DO NOT** complete this option BEFORE your first day of LGPS membership (If the form is dated incorrectly the option to leave the LGPS will NOT be valid).

First Name(s) (Mr/Mrs/Miss/Ms)		
Surname		
Pension Fund (Delete as appropriate)	Sutton LGPS / Kingston LGPS	
Date of Birth		
Home Address		
Post Code:		
Home/Mobile Telephone No.		
Email address:		
National Insurance No.		
Employer		
Current posts/positions for which you'd like to opt out*	Date started post:	

Employee/Payroll No.	
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If this form is received within 3 months from being contractually enrolled, contributions paid already will be refunded automatically via payroll. Otherwise you will be taken out of the scheme on 1st of the month following receipt.

You can opt back into the Pension Scheme at any time in the future by writing to your employer or you can get an opt in form from the websites above.

If your employer uses the council payroll, please scan in and return this form to [skpensions@sutton.gov.uk](mailto:skpensions@sutton.gov.uk) or alternatively post to;

Sutton & Kingston Shared Pension Service  
Civic Offices  
St. Nicholas Way  
Sutton  
SM1 1EA

If your employer uses their own in-house or external payroll provider, please provide the form to your employer's Payroll Provider to ensure that you are removed from the scheme without delay.

**If you are unsure who your payroll provider is, contact your employer for details. However do not give this form to your employer.**

**Note for off-payroll employers - please ensure that the LBS & RBK administration staff receive a completed leaver form as soon as the member has been removed from the appropriate pension scheme.**