



# EMPLOYER BRIEFING

MARCH 2022

## IN THIS ISSUE

[Latest Round Up](#)

[McCloud Remedy](#)

[Contact Review](#)

[FRS - March Requests](#)

[Retirement Process](#)

[Meet the Fund](#)

## CONTACT

Tel: 01224 264 157

Email: [employer@nespf.org.uk](mailto:employer@nespf.org.uk)

Web: [www.nespf.org.uk](http://www.nespf.org.uk)



# Round Up, Round Up

This month has been very busy for the Fund as we get ready for Year End. Your email inboxes have been filled with a lot of information sent from us in the last couple of weeks so here is a roundup of everything that has been going on:



## Year End 2022

The Year End Bulletin was sent to all employers on 4th March 2022 with instructions on what to include with your March I-Connect file and Online Return. Please remember to include FTEs in your March upload. If you have any questions about this, please contact the Employer Relationship Team.



## New Employee Rates

The look up tables for the 2022/23 rates were issued with the year-end bulletin. Please ensure that contribution rates for each member of the North East Scotland Pension Fund is re-assessed on the member's Actual Pensionable Pay as at 1 April 2022. All members must be advised of their new rate for the financial year 1st April 2022 - 31st March 2023 in time for the first deduction in April.



## Pensions Increase (CAY payments)

Employers who pay Compensatory Added Years (CAY) must increase these payments in line with the Pensions Increase. The full increase rate is 3.1% and is applied from 11th April 2022. Only members who began receiving their CAY pension before April 2020 should receive the full increase. Members who started their pension after this date will only receive part of the increase. See our website for a breakdown of the pension increase rates. Members under 55 should not be paid their increases until they have reached their 55th birthday. Then they can start receiving the new rate based on increases to date.



## Assumed Pensionable Pay

If a member has been on long term sick leave and has passed more than one 31st March date, their assumed pensionable pay (APP) needs to be revalued by 3.1%. Please remember that if this is the first time the member has passed a 1st April date then no revaluation is applied.

# McCloud Remedy

As mentioned in previous employer bulletins, we have a requirement to undertake this project which will provide an underpin protection for some additional members of the Fund.

Christina has already communicated with some of the smaller employers of the Fund about the collection of data to ensure all hours and service breaks held between 01/04/2015 – 31/03/2022 are correct.

Due to the volume of eligible members within the larger participating employers of the Fund, there will be a different approach which Christina will communicate to you in the coming week. Please take time to review the requirements and liaise with us to ensure we reach an outcome which is achievable for you.

## Contact Review

We have not carried out a Contact Review since 2018 and we know a lot of staff may have changed since then. A Contact Review was sent out to all employers on 16th March 2022. Please ensure that this is completed and returned to us by 31st March.

## FRS – March Requests

Thank you to all employers who have checked their data and let us know which delivery date they would prefer for the FRS calculations. If you have still to respond, please can you let us know as soon as possible.

## Things to look out for in April

**Discretions – following the regulation changes in 2018, all employers need to review their discretions policy. This was last done in 2015 in line with the change to the CARE scheme. Information will be sent to all employers at the end of April 2022.**



# Retirement Process

Last month we provided information on the dates our payroll closes to pay member's pensions. The end of March is a popular time for members to take retirement and therefore we wanted to set out the process that happens when a member decides to retire so that you can pass this information on to them.

- When a member makes the decision to retire the employer should inform the Fund as soon as possible using a Pen 6.0 form.
- We aim to issue retirement options to members 4-6 weeks before they retire assuming we have been advised of their intention to leave.
- The benefits team are unable to process the members pension and pay out any benefits due until we receive the final pay details from their employer. Members with a retirement date of the start of the month should be made aware that their pensions will be delayed as their final pay will not be calculated until the end of the month.
- Pension payments are made on the 15th of each month. Every effort is made to put new pensioners into payment before the pension payroll is closed for input. However, due to volume of work, the requirement for additional information or where members have not returned their completed forms, it is not always possible to for members to receive their first pension payment on the 15th of the month following their retirement. If the first pay date is missed then members pension will be backdated to the date of leaving once they are in payment. Tax free lump sums will be paid out as soon as possible after all information is available.
- Please ensure that you i-connect file and any cessations (Pen 2.0) are provided to the Fund as soon as possible.
- Please make sure you respond to any requests for additional information such as previous years and Certificate of Protection information as soon as possible. Delays in receiving this information means that the members will not receive their benefits which will have a financial impact on the member.
- Any queries by members in relation to their pension should be made to [pensions@nespf.org.uk](mailto:pensions@nespf.org.uk) or telephone 01224 264264.



# Meet the Fund

Name: Natalie McCall

Role: Senior Pension Officer Benefits

Joined NESPF: 12th October 2009

What do you enjoy most about your role? The variety of the job, no 2 days are the same and there is always something new to learn, implement or sort! Also very lucky to work alongside a great team of colleagues – both within benefits and the other sections in the Fund. I have learned a lot from some of them which helped me get to my current job role.

What is one thing you want to do now lockdown restrictions are easing? Take my daughter on holiday & finally get back to attending as many gigs & festivals as I can!



Name: April Schelbert

Role: Senior Pensions Officer Investment

Joined NESPF: June 2021

What do you enjoy most about your role? I've not been here a year yet and there has been lots of changes to the work of the Investment team since I joined them. It's been great learning the internal processes and building new relationships. I enjoy how each day you just never know what will be in our team mailbox. I have learned so much already and further projects in the coming year will expand on that.

What are you looking forward to most in 2022? Work wise I am about to experience my first year end with the team here. I'm looking forward to help organise fundraising events again now restrictions are easing. I love being involved in the third sector in Aberdeen. Great to be back at gigs, events and the rugby so more of that too please!

