

EMPLOYERS' NEWSLETTER

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Welcome to the December edition of our newsletter, which provides you with an update on the Local Government Pension Scheme (LGPS) and other topical matters.

Employers' forum

It is nearly that time of the year, where employers' and academies' attend the employers' forum, we are expecting to host the event in February/March 2018. As you are aware these events are incredibly important and your attendance is always required, if your main pension contact isn't available please send someone else in their place.

This time, we will be welcoming a representative from the Pension Regulator (tPR), who will talk to us about their role in the LGPS and how they will be monitoring us all as employers in the fund. As you are aware they also are now taking year

end data and submissions very seriously and are applying levies. The presentation will help you and therefore we are encouraging you to attend, we will have other presentations too that you will find useful.

We will be sending out an official email invitation with the details of the venue, time and agenda in due course, please look out for this.



Checklist

- Academies have you boarded yet? TSP Monthly Data Collection (MDC)
- Are you aware of the changes to General Data Protection Regulation (GDPR) this is due to arrive in 2018
- Contact us if you would like to host a member event



Internal Dispute Resolution

Procedure (IDRP)

Over the course of an LGPS member's employment, and after they have left, certain decisions are made that can affect that member's benefits. Therefore where decisions are taken, and the member disagrees with them, the legislation provides those members with the opportunity to challenge the decision.

The IDRP is a formal procedure which is in place to resolve disagreements about decisions taken. It forms part of an overall process, where disagreements occur, which can be put simply as:



Step 1: A decision is taken that affects benefits (a 'first instance decision')

Step 2: An informal approach to resolving a disagreement about that decision

Step 3: The Instigation of the formal, two stage IDRP (the 'internal appeal')

Step 4: Application to the Pension Ombudsman for a determination (the 'external appeal')

Both the Employer and the administrating authority (Hackney) have different decisions to make that can affect pension benefits. When making these decisions they are exercising various discretions within the LGPS Regulations. These regulations require that all employers must prepare and publish a discretions policy statement detailing how they exercise these discretions.

Not to do so is a breach of statutory obligations. Have you got a discretions policy in place? If not, you need to draft one ASAP.

Pensions Dashboard due in 2019

The Pensions Dashboard will be a platform that will allow savers to see all their pension pots in one place and will help them to plan their retirement more efficiently. Savers once registered will be able to view the value of their pension pots and therefore be able to plan more efficiently for their future retirement

Currently there is no provision for savers to see their pension pots in one place; with some savers having difficulty in even tracing all their pensions due to the fact that a person may have worked for 11 employers during their working life so could potentially have a dozen pension pots by the time of their retirement.

The aim of the Pensions Dashboard is therefore to enable savers to obtain full details of their pension benefits.

It is therefore essential that prior to Pension Dashboard going live and at all times thereafter, that the data provided by you as the Employer who will send the information to Equiniti to process, is 100% accurate to ensure that each of your employee's pension details are correct should they decide to participate with the Pensions Dashboard facilities.



LGPS Pensions forms

If your school or Academy provides its own payroll services or you have outsourced the services to an alternative Payroll provider it may mean that it is now your school's responsibly to complete any of the Employer forms for the administration of the LGPS. If this is something that you have not done previously, are you aware that the Pensions Team in Hackney may be able to assist you if you need be

Within Hackney there is a team of staff ready to assist you with any enquiries relating to the LGPS and your responsibilities as an Employer as set out in the Pensions Administration Strategy (PAS). Karen Chenery who is the Liaison Officer, Pensions, will be able to guide you further.

- Correct data collection is important.
- Additional administration charges can be levied against you in accordance with the PAS for delays.
- Any inaccurate data could lead to incorrect figures and or suffer delays and members could suffer a delay in getting their pension benefits being paid.
- Get your forms in accurate and on time.

If you would like Karen to visit your offices to discuss matters relating to the LGPS and the London Borough of Hackney, please feel free to contact her directly on 0208 356 2521 to arrange a mutually agreeable appointment for you both.



Members contribute an average of 6.8% to the scheme with higher earners paying proportionately more

TPS Monthly Data Collection—

Academies this effects you!!

Teachers' Pensions has implemented Monthly Data Collection (MDC) for providing service and contribution information, which represents significant benefits to the Scheme, Employers and Members. Data collection is changing and MDC will be the only method for providing data from April 2018.

- The deadline for boarding to MDC is December 2017 but you can sign up at any time.
- MDC will also support you as employers and/or payroll providers to fulfil your responsibilities.
- MDC allows you to provide service and salary information to Teachers' Pensions on a monthly basis, as opposed to the Annual Return.

Hackney has boarded with MDC since the beginning of December, we are still in testing mode, however, information from yourselves will still need to be sent over to the payroll department. We need to be live by April 2018.

The Benefits of MDC

MDC provides multiple benefits to both employers and members. These include:

- Real time accurate information for your members (service is more up to date), reducing member queries to employers
- Easier to submit – Teachers' Pensions require fewer data fields making administration easier
- Employers no longer need to complete new starter templates (TR6), leaver templates (TR8) or missing service templates (TR28)

Employers and Members no longer need to complete Certificates of Re-employment in most cases. You will be notified by TPS where a certificate is required

The EU General Data Protection Regulation (GDPR)

What it is GDPR?

- **The General Data Protection Regulation (GDPR)** (Regulation (EU) 2016/679) is a regulation by which the European Parliament, the Council of the European Union and the European Commission intend to strengthen and unify data protection for all individuals within the European Union (EU).
- It come in to force on the 25th May 2018
- Direct effect in the UK
- Wide application across data processing and relationships with administrators, the employer, service providers, third parties such as actuaries and beyond
- Significant fine— 20 million Euros or 4% annual globe turnover
- A question to ask ourselves is how will Brexit affect GDPR?

A few questions to think about

- Have you started work on GDPR?
- Have you contacted all third parties to establish where the data is stored and do you need to destroy these?
- Are the records backed up somewhere?
- Do you need to delete/destroy old files that seem irrelevant?
- Have you distinguished who your administrators, employer, service providers and third party administrators are?
- There is a lot to GDPR that needs to be taken in to consideration, but we are here to help.

At the Employers' forum we will be presenting a talk on GDPR so please come along to get the most of understanding what is involved.



Contact Details

The Hackney Pension Team

Julie Stacey (Head of Pensions Administration)

Karen Chenery (Liaison Officer Pension)

Lucy Patchell (Pension Officer)

Nicola Speer (Pension Officer)

Sharmin Haque (Pension Assistant)

Hackney Pensions Team 020 8356 2521

Pensions@hackney.gov.uk

The Pension Administrators Equiniti Pension Solutions

www.hackney.xpmemberservices.com

Equiniti 01293 603 085

Hackney.pensions@equiniti.com

Useful websites

[Www.lgpsmember.org](http://www.lgpsmember.org)

[Www.lgpsregs.org](http://www.lgpsregs.org)

Www.thepensionregulator.gov.uk/public-services-schemes.aspx

Www.gov.uk/state-pension-age

Seasons Greetings and a Happy New Year

From the Pensions Team.

Note: The offices will be closed for the Christmas period

From 25/12/2017 to 01/01/2018 inclusive

