

e-bulletin

Payroll Providers



Valuation of the Teachers' Pension Scheme - Employer contribution rate

The Government recently undertook a valuation of all public service pension schemes. The key outcome of the valuation was an increase to the employer contribution rate to 23.68% of contributory pay with effect from 1 September 2019 (which includes the 0.08% administration levy).

The valuation would also usually consider the value of benefits accruing to active members of the Scheme.

However, in light of a recent court case, brought by members of the Judicial and Firefighters' pension schemes and connected with the introduction of the Career Average scheme in 2015, this part of the valuation is on hold while legal proceedings take place. The court case could mean that the member benefit structure, on which the current scheme valuation is based, may need to be amended.

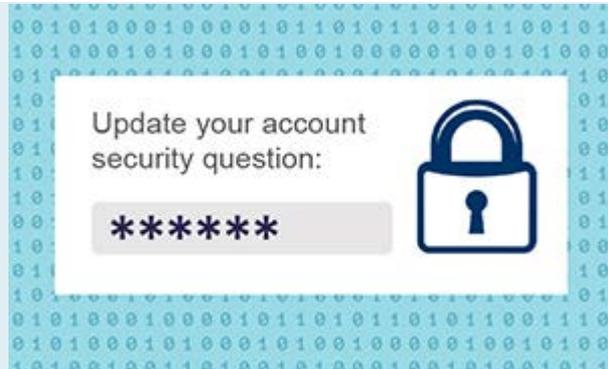
[Find out more >](#)



Security question and answer

If you've yet to set a security question and answer on your Employer Portal account, we'd urge you to do so. These details will assist you if you need to reset your PIN and password for any reason and without them, resetting details independently won't be possible.

To set a security question and answer simply log in to the Employer Portal and select the "Change security question" option on your Employer Portal Dashboard.



Identification of Arrears of Contributions for Prior Years

As part of the annual End of Year Certificate (EOYC) exercise, it's come to light that a number of establishments are collecting arrears of contributions for prior years in the current financial year. If arrears have been identified you should contact our [Arrears team](#) providing details of the service and salary (plus details of contributions if any have been deducted) and they'll issue the appropriate invoice for this period.

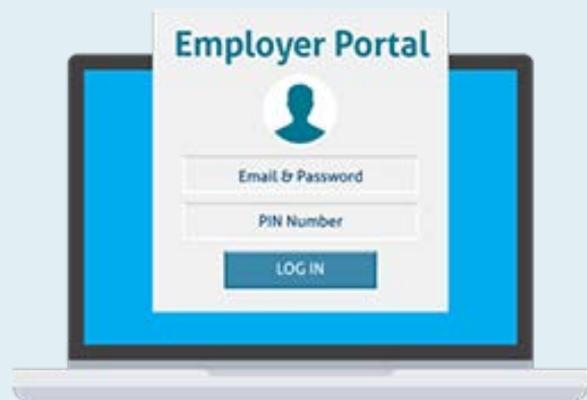
For any overpayments identified, these can be adjusted via the monthly contributions submission by entering the value in the Prior Year refund field.

Employer Portal Guide update

We've updated our Employer Portal guide. The refreshed document gives a detailed overview of how employers and associated payroll providers should use the Portal, providing essential reference for those with experience as well as learning material for those new to administering the Scheme.

The guide features a new design, a clearer layout and the most up to date information, links and screenshots from the Portal.

You can download the Employer Portal guide from our [website](#).



MDC guidelines update

We've recently made an update to some of the wording in our MDC Guidance and Error Codes document.

The changes have been made to ensure the information in the document gives accurate guidance on how you should submit your monthly MDC files to us. Specifically, additional details surrounding MATs, payroll providers and characters that must and mustn't be used have been clarified.



The most up to date version of the MDC Guidance and Error Codes document, along with previous tracked changes versions, can be found on our [website](#).

Change to the Opt out process

Since 4 February the effective date of a member's opt out of the Scheme changed.

The effective date of a member opting out will be based on the date that you receive either an online notification or a paper form.

This should mean that you've sufficient time to process opt outs before the appropriate payroll change cut-off date.

[Find out more >](#)

GMP update

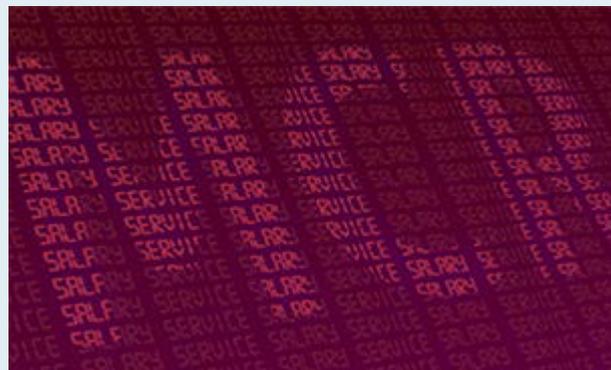
The GMP reconciliation project, which began in autumn 2015, is now almost at an end with only 12,000 member records left to have an investigation completed. By the deadline of 31 December 2018, all 1.9 million members will have had investigations completed. A total of just over 1.1 million queries have been raised with HMRC to ensure both HMRC and our service records for members are aligned.

We still have an ongoing issue with incorrect National Insurance numbers (NINO) for members and these are being corrected where possible. Please can we remind you to ensure that NINOs are checked prior to any submissions to ensure they're as accurate as possible. In addition, please continue to utilise existing processes for updating or correcting NINOs should you identify any that are incorrect.

MCR Workshops

Over 250 employers and 30 Payroll and Software supplier have attended our Monthly Contributions Reconciliation (MCR) workshops and have worked with us to build a better solution.

Thank you to all of those the Employers and Suppliers who've been involved in these workshops (and others who made contact by email) since May 2018.



Your feedback and challenges have been instrumental in helping us improve the MCR solution and will allow us to create a much more comprehensive MCR Guidance Document. Since the start of the project your feedback has helped us:

- Re-design of the template to improve the user experience
- Change how contributions will be recorded across multiple lines
- Created an inclusion of Enrolment in the template. This will remove the need for a separate enrolment template under MCR

For more information about the timeline of the MCR project please take a look at the dedicated pages on our [website](#).



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