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## Hello

Welcome to February's e-bulletin with all the latest news and updates useful for anyone who administers the Teachers' Pension Scheme.



## Annual Allowance - Important changes to the Annual Service Return and Monthly Data Collection

The period over which the growth in an individual's pension is measured for assessment against the Annual Allowance (AA) is called the Pension Input Period (PIP). The existing PIP for the Teachers' Pension Scheme runs from 1 April to 31 March, in line with the financial year.

Legislation will change the PIP for all pension schemes to be in line with tax years. The tax year 2015/16 will be the transitional year in which this will happen. During 2015/16, this will mean that for Teachers' Pensions, we'll need to measure the pension accrual for all members over the period from 1 April 2015 to 5 April 2016.

Understanding how changing the Pension Input Period affects how you complete your Annual Service Return or Monthly Data Collection is really important.

[Find out more >](#)

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## Reminder of the TR6/TR8 requirements

Here's a final reminder that as from 1 March 2016, the TR6 and TR8 requires the home address field to be completed. Email addresses still remain discretionary but it would be appreciated if this could also be included.



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## Contact us - Important update

As you know on 1 February we launched secure contact us functionality for both employers and members, the member functionality has been very successful and is encouraging more My Pension Online accounts and improved communication between members. On the employer side although successful with some employers, the limitations of having a one on one relationship between the sender and Teachers' Pensions has caused some problems with larger employers who have teams dedicated to administrating the scheme for its employees. In particular, the nature of the one on one relationship functionality causes issues when trying to distribute work across teams.

Therefore, we've taken the decision to remove the need to contact us via the Employer Portal until we can make these improvements, which means we'll revert back to email from Thursday 25 February. The contact us process via My Pension Online will remain unchanged for members.

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## Retirement forms moving online

As discussed in previous bulletins from 31 March both the Age and Actuarially Adjusted Benefits (AAB) retirement forms will only be available to access online via My Pension Online. This is to ensure the process is as streamlined as possible and that forms can be processed quickly and easily online. Therefore, we ask that you encourage members to sign up for a My Pension Online account to ensure they don't delay their retirement plans.

## Changes to the Employer Support structure

The Employer Support structure had not been reviewed for a number of years and we've recognised that with the number of employers growing and continuing to grow, we needed to make changes to make it more effective and efficient.

Previously we had the Employer Support Team and Employer Relationship Managers (ERM). As the employer landscape continues to change, we've now moved our relationship structure forward by merging these teams.

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## Cessation of contracting out

We've been keeping you up to date with the changes being introduced in April to the 'Cessation of Contracting out'.

If you want to know more in regards to this cessation click the link below:

- What you need to do if you are contacted regarding one of your employees
- How we're letting members' know what 'contracting out' means to them and how you can help
- The official Department of Work and Pension letter for employers

[Find out more >](#)

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## Step by step guide for new employers

We've been looking at resources to help new employers and have created a simple step by step guide. Its aim is to:-

- Provide simple guidance on how to get access to the Employer Portal
- Provides information on their responsibilities
- Signpost to additional information and support

If you're working with any establishment who is looking to become an employer (Academy or Free School)

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## MDC update

From April 2016 Monthly Data Collection (MDC) will be open for all employers to join.

MDC is a monthly submission of service using a reduced data set and removing the need to complete forms such as New Starter (TR6) and Leaver (TR8) forms and Annual Service Return, as well as many others. Moving to MDC will save you time and provides more up to date information for members.

- To take advantage of this opportunity you will need to complete a delegation form
- If you're currently using MDC we're very keen to gather your feedback. It would be appreciated if you take 5 minutes to complete our survey

[Find out more >](#)

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## Employer Review

We've been progressing with the Employer Review and have had some excellent feedback through the Focus Groups, 1-1s and surveys. In particular we've had a lot of feedback in relation to the End of Year Certificate and how the new model will approach this.

To ensure we fully understand all the implications we've decided to extend the outcome of the Employer Review by an additional 6 weeks.

[Find out more >](#)



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## Changes to Teachers' Pensions Action Forum (TPAF)

The Teachers' Pensions Action Forum (TPAF) has in the past been a termly event for stakeholder groups, with presentations on current or planned developments at Teachers' Pensions and workshops looking at member and employer experiences.

Last year a survey was sent out to understand why numbers had been falling for TPAF events in 2015 and to gather ideas on what we could do to improve the event. Acting on the responses, we've redesigned the event with the intention of making it more collaborative and more beneficial to those that attend.

Two events are planned for 2016, the first of which will be 24 May at 'Park Inn, by Radisson' in York.

[Book here >](#)

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