



## This month...

- > Salary bands changes for contribution rates
- > Monthly Data Collection (MDC) and missing service
- > Monthly Data Collection (MDC) enhancements - overseas addresses and template
- > Queries on additional payments
- > Web form completion - Faster Accrual
- > Dates confirmed for the Teachers' Pensions Action Forum (TPAF)
- > Completion of monthly breakdown form and ratio imbalances
- > Training
- > Late payment of contributions
- > Opt Out
- > Help in improving member records
- > Improvements to our member helpline

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## Salary bands changes for contribution rates

As the rate of the Consumer Price Index (CPI) rose by 3% in the year to September 2017, the salary bands for contribution rates for members will increase by 3% with effect from 1 April 2018.

The member and employer contribution rates will stay the same; it's only the salary bands that are being changed.

[Find out more >](#)



[Back to top](#)

### Monthly Data Collection (MDC) and missing service

The MDC Reminder and Checklist process is almost complete. We'll shortly be piloting the process with a number of employers, prior to rolling it out. Please keep an eye out for further information about this.

We're also reviewing all MDC submissions which have been made since the date you went live. We may contact you to resolve any outstanding MDC service queries in the

### Monthly Data Collection (MDC) enhancements - overseas addresses and template

You can now submit service information for members with overseas addresses. To do this, simply input OVSA into the postcode field within the MDC template or your CSV file. You'll then be required to provide the address information.

There's also a new version of the MDC template available within the Employer Portal. This includes improved validation for

coming months.



[Back to top](#)

personal data and email addresses.

[Find out more >](#)



[Back to top](#)

### Queries on additional payments

We've recently had a number of queries concerning additional payments and whether they are pensionable. Essentially this is split into two areas;

- School teachers - details of what is pensionable can be found in the [Teachers' Pay and Condition Document](#) (pages 25-29). One of the most common queries is around lunchtime duties, which are not pensionable and fall under the Local Government Pension Scheme (LGPS)
- Not a school teacher - additional payments are pensionable if they relate to contracted duties; a bonus under a pay settlement that applies to all employees (or employees of a particular class or description); or an amount calculated by reference to the employee's performance, or the performance of all employees or the performance of the institution.

It should be remembered that pensionable overtime only applies to members who are in the Career Average arrangement.

[Find out more >](#)

[Back to top](#)

### Web form completion - Faster Accrual

Please could we ask you to check if you have any web forms that require your approval and to complete them as soon as possible?

It's particularly important at this time of year as the deadline for Faster Accrual applications to be with us is 31 March 2018.



### Dates confirmed for the Teachers' Pensions Action Forum (TPAF)

We're pleased to announce dates for the TPAF 2018. Our northern event will take place in York on 15 May, and our southern event in London on 6 November. TPAF events are an opportunity for you to come along and hear about the latest news and developments to the Scheme.

[Find out more >](#)



## Completion of monthly breakdown form and ratio imbalances

Ratio imbalances have been identified when completing the monthly breakdown form. Imbalances cause a 'No' result to be created on the online system. This usually happens when there is a refund after a member opts out or takes maternity pay.

We wanted to remind you of the process for inputting contributions for each of these. If you've any queries, please contact our [contributions team](#).

[Find out more >](#)

## Training

Watch out for our new webinar which is starting in March. It's for those employers who are new to the Scheme, or if you're new to administering the Scheme or if you simply need a refresh.

The one hour free webinar covers all the basics that you need to know. Look at our [training diary](#) to see available dates for webinars and seminars.

[Find out more >](#)



## Late payment of contributions

Please be aware that if contributions are paid late by over 90 days or a month's contributions remain outstanding after 90 days they'll be included in our monthly report to the Pensions Regulator.

Details will also be passed to the ESFA. Please [get in touch](#) with our contributions team if you're having issues paying contributions before we reach this point.

[Find out more >](#)



## Opt Out

We've pushed back the date of the opt out process going online. We'll let you know when this is due to go ahead through the bulletin.

To help members complete this process smoothly, it's essential that all enrolment templates are submitted on time, allowing any previously opted out members to complete a new opt out form online.

In the meantime we'll continue to offer members the opportunity to opt out of the Teachers' Pension Scheme via a paper form or online.

[Find out more >](#)

### Help in improving member records

Please can you ensure that members' records are set up correctly. Inconsistencies lead to a member not being able to sign up to My Pension Online as their details don't match.

The key issues are:

- Wrong titles (Mr, Mrs, Miss)
- National Insurance - members are set up as 'QQ' but records aren't updated when the information is supplied.

[Find out more >](#)



### Improvements to our member helpline

We've increased the size of our Contact Centre Team and made improvements to the member helpline. As a result call queues have reduced and the number of calls answered has increased.

If you're encouraging a member to call us, could you advise them it may be better to try Tuesday - Thursday when we are less busy.

The easiest way for a member to contact us is online via [My Pension Online](#).

[Find out more >](#)



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#### BACK TO TOP

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