

Hot Topics, Hints and Tips

YOU SAID, WE DID

Updates to the Employer Pension Guide (EPG)



YOU SAID... you found the EPG hard to navigate and that some of the content was confusing.

WE HAVE... been making some changes to the EPG to ensure the content is up to date and it is easier for you to find the information.

On 28 March 2019 we will launch an intelligent search capability and knowledge portal which will contain all relevant information to help you administer the Scheme. When searching for information, our solution will anticipate what you are looking and predict what you may ask about providing helpful suggestions. See **EPN559** for further information.

Dedicated web pages



YOU SAID... you wanted dedicated web pages for employers and members.

WE HAVE... recently launched a redesign of the Civil Service pension scheme website to give employers and members their own dedicated portal. Each portal has news and information for you

and your employees.

Visit the employer portal **here**. You will find all of the latest employer news, scheme information, Employer Pension Guides, employers forms, calculators, the Scheme Year Planner and much more.

Please remind your employees that they have dedicated member pages which are now easier to navigate.

Removal of Leaver Notifications



YOU SAID... you wanted us to streamline processes undertaken by employers to administer the scheme.

WE HAVE... changed our process. From 01 February 2019, if you are on the standard interface or a manual interface you will **not** need to send a

Request for Services (RFS) form to us when notifying us of a resignation.

We are holding a number of conference calls (lasting one hour) and if you would like to register and reserve a place on the next available call (22 February at 10am) or ask any questions, please email **Rob.Hughes@mycsp.co.uk** by 18 February 2019.

See **EPN561** for further information.

CURRENT FOCUS

Deadlines for buying added pension and EPA



Buying a lump sum amount via payroll
20 February 2019

Buying a lump sum amount via cheque
22 February 2019

Buying via a monthly contribution
15 March 2019

See **EPN564** for further information.

Interface Compliance Model



Don't forget, the new performance measures and targets will be launched in February 2019 for your January 2019 interface. The target will reduce from **2%** to **1%**.

See **EPN558** for further information.

Resource Accounts fact gathering activity



It's approaching that time of year again when as an employer, you're required to return your Annual Resource Accounts.

Please note the requirement to provide advance information to the Scheme Administrator by 31 January 2019 as per **EPN562**.

Training workshops to highlight your responsibility as an employer are available and will commence in March 2019 via the **Resource Accounting Disclosure – Guidance Session**. If you would like to attend a workshop, please email: **training@mycsp.co.uk**

Training

Pension Power (Members) - benefits that come with being a pension scheme member.

Please note that Pension Power sessions are funded by the Cabinet Office.

Visit the Website **here** or email **PensionPower@MyCSP.co.uk**

Pension Saving Statement Awareness (Employers) – explains the calculations, impacts of Annual Allowance, Lifetime Allowance and much more.

Visit the Website **here** or email: **taxsupport@mycsp.co.uk**

Face-to-face sessions and webinars are available.



Effective Pension Age (EPA) renewal letters



Please keep an eye out for the annual EPA renewal letters. These will provide you with details of any actions needed, and you will need to ensure that your payroll, payroll provider is aware of this and any actions they need to take.

The Enhanced Effective Pension Age (EEPA) renewal letters will be distributed in March 2019 to employers with eligible members.

Employer Pension Notices (EPNs)



In the last three months, we've issued 11 EPNs (EPN552 - EPN563) about various issues. The EPNs outline updates such as the publication of the new 2019 Scheme Year Planner, removal of Leaver Notifications for some employers and the fact-finding mission on resource accounts as previously mentioned.

To read any of the new or existing EPNs, visit the dedicated EPN page **here**

ON THE HORIZON

Enhanced email security



Look out for a forthcoming EPN in January 2019 which confirms a change to MyCSP's email protocol. We plan to implement an email encryption function using Transport Layered Security (TLS) 1.2. Employers will need to confirm whether their IT system is set up to send and receive emails via this encryption method. More details will follow.

Care Year End (CYE) & Pension Input Period (PIP) deadlines



Deadline dates will be aligned with your agreed May 2019 interface submission. Your interface analyst will send the deadline dates to you and discuss them.

Rectification of Guaranteed Minimum Pension (GMP)



As the GMP reconciliation exercise draws to a close, we will start to recalculate pension benefits for affected pensioners early in 2019. These pensioners will receive a letter explaining when the change to their pension will take place and how it will impact the pension they receive. It is expected that all affected members will receive a letter by the end of September 2019.

Spring Regional Employer Forums (REFs)



Civil Service Pensions will be hosting REFs in April 2019 on the following dates and locations:

**Edinburgh 3 April Manchester 4 April
Cardiff 10 April London 11 April**

Look out for more information to book your place.