



Technical Updates

Wiltshire Pension Fund: For safe, secure, cost effective, provision of your pension

Welcome to second edition of our new newsletter.

We use this newsletter to inform you of important changes, keep you updated with news and remind you of what information we need from you and in what format it needs to be in.

A. Key Changes and points—Important

1. Starter and Leaver Forms

Our starter and leaver forms have now changed.

Please ensure that all staff who complete the forms are using the most up to date version and that you destroy all old forms to avoid confusion. The current versions can be found on our website at www.wiltshirepensionfund.org.uk/forms.htm

We strongly encourage all employers to send us these forms electronically. You can do this by simply clicking on the document which will open up Word, fill in all fields, save in a local directory and send as an attachment to the relevant email address at the bottom of the form. If you do wish to continue sending in forms by post there are printable versions on the same page.

2. Future PLOG dates and Locations

As suggested by one our Employers we can now confirm the next three PLOG dates and Locations:

- Wednesday, 11th March 2009, 2:30pm @ Devizes Town Hall, St. John's Street, Devizes
- Wednesday, 24th June 2009, 2:30pm @ Devizes Town Hall, St. John's Street, Devizes

- Wednesday, 16th September 2009, 2:30pm @ County Hall, Trowbridge

B. CLG response to advice given by ALAMA in relation to ill health

To read this please go to:

<http://www.wiltshirepensionfund.org.uk/news-update.htm>

C. Eligibility of new members (Town and Parish Councils only)

All town and parish councils should have a resolution in place stating their LGPS eligibility criteria for their employees. Some examples of such criteria are as follows:

1. The council does not make it a condition of service for staff to join the LGPS at the start of the individual's employment. All employees are eligible for entry into the LGPS subject to them making a positive election to become a member.
2. All new employees are automatically entered into the LGPS unless they express a wish to opt-out of the Scheme. If they opt-out within 3 months they will be entitled to a refund of the contributions they paid.

Only employees in the post of [post name], [post name], ...are eligible for entry into the LGPS. Entry is automatic

D. High Earners (Employers with employees who will receive a pension of over £75000 on retirement)

The deadline is fast approaching whereby individuals can apply to HMRC for "transitional protection" as a result of Finance Act changes that came into force in April 2006 in order to reduce or remove tax charges that might apply to their pensions on retirement. This is especially important following the recent announcement from the Chancellor freezing the standard thresholds for five years from April 2011.

If you have any employees who this may effect for which you need to find out more information, please contact Nick Nicholson who will be able to help you further. Further information will also soon be on the website.

E. Reminders

1. Please remember to inform us **promptly** (within 3 weeks) of all new starters, changes and leavers by using the appropriate form.

'Changes' we are often not informed of:

- Hours (even a half an hour change)
- Weeks worked per year

Send as they completed rather than batch them up

2. Please ensure that all fields on all forms are completed before they are sent to us (in particular on Starter and Leaver forms) as missing data will result in a query or returning the form to the sender.

3. We requested that updated Employer Discretion policies to reflect the April 2008 Regulatory changes were sent to us by 31st January. We have currently received very few of these which we remind Employers is statutory requirement to produce, publish and give us a copy of it.

4. New employee contribution bands were recently sent out to all Employers by email. They can also be found on the website at

<http://www.wiltshirepensionfund.org.uk/employer/contribution-rate/employee-contributions-rates.htm>

F. Queries, comments or suggestions:

For any queries, comments regarding any aspect of this newsletter, or if you have any further suggestions on how we can improve our communications and service, please contact:

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