



## this issue

Employer Workshop P.1

Ill Health Certificates P.1

Amended Forms P.1

Updates - Hutton Review P.2

## Employer Workshop

We have now organised two employer workshops to cover the following important areas of pension administration:

- Final Pay; including pay protection requirements
- Definition of pensionable pay
- Types of leave (maternity, unpaid etc)

### Locations and times:

**10:30am, Wed 02/11/2011**, Council Chamber, Swindon Borough Council, Euclid Street, Swindon, SN1 2JH

**10am, Thu 03/11/2011**, Council Chamber, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN

(the same material will be covered on each day)

### Target Audience

- Payroll officers (both in-house and outside providers)
- Anyone else involved in providing data to us.

### RSVP

If you are planning to attending either of the above sessions, please email: [andrew.cunningham@wiltshire.gov.uk](mailto:andrew.cunningham@wiltshire.gov.uk)  
Slides will be available after the event.

## Ill Health Certificates

Please note that the ill health certificates on our website have now changed, due to changes from the Department of Communities and Local Government. The new forms can be found at the bottom of this [link](#).

## Amended forms

We have also changed our leaver and retirement forms so that they more clearly cover the employer requirement to provide the best of the last three years pay figure, as required under the LGPS Regulations. The new forms can be found, as normal, on the [forms page](#)

## Submitting forms

We kindly request that all employers forms are sent by email. Monthly contribution returns need to be sent to: [pensionfinance@wiltshire.gov.uk](mailto:pensionfinance@wiltshire.gov.uk)

While all other forms should be sent to: [pensionforms@wiltshire.gov.uk](mailto:pensionforms@wiltshire.gov.uk)

Please do not send employers forms by post wherever possible.



Queries on any of the information enclosed?

Please contact  
Andy Cunningham  
T: 01225 713612  
E: [andrew.cunningham@wiltshire.gov.uk](mailto:andrew.cunningham@wiltshire.gov.uk)

## Employer's guide

Are you unsure about exactly what pay is pensionable?; What to do when different types of unpaid leave occur?; and any of our general processes and time-frames?

Remember that our on-line employer's guide is available to answer many of your queries.

If you have anything further to ask please feel free to contact us using the contact details above and we will be happy to help.

[Employer's Guide](#)

## Additional Voluntary Contributions (AVCs)

If any of your employees are interested in taking out AVCs, they can contact Prudential directly on: **0845 607 0077**

## Additional Regular Contributions (ARCs)

These are alternative to AVCs and are operated in-house. Unfortunately these are currently suspended until further notice due to changes in Government actuarial factors.



## Future Developments

Public service pensions are frequently in the news at present due to the large number of changes planned in next few years. If you would like to discuss how some of these changes may affect your employer, please feel free to get in touch.

## Other news:

### South West Actuarial Framework

Wiltshire Pension Fund is now part of a framework agreement that covers the LGPS Funds in the South West. The purpose of the framework agreement is to provide access to a wider range of actuarial services with competitive pricing.

### Hutton Review and employee contribution rates

Discussions are still on-going between unions and the Government regarding the increase in employee contribution rates that are due to apply from 1st April 2012, as well as details of the New Scheme following the Hutton Review.

The Government has recently sent out a consultation document where it proposes moving to using 11 different employee contribution bands from 1st April 2012 with smaller, than initially proposed, increases in rates in exchange for short-term decreases in the accrual rate (i.e. using 1/64, 1/65 or 1/67th). The overall cost savings that the treasury are looking to make are outside of the scope of the consultation document.

### Hutton Review and employee contribution rates (cont.)

The Fund is concerned by the short timeframes involved in implementing these changes as well as the effect of making the Scheme significantly more complicated to administer and to understand, particularly given that these proposals are only short term measures before the Scheme is likely to significantly change in 2015.

The Fund plans to outline these concerns in response to the consultation document.

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