

NHS Superannuation Scheme (Scotland)

NHS & other participating employers

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Our ref: NHS Circular: 1/2009

30/01/2009

Dear Sir/Madam

THE NATIONAL HEALTH SERVICE SUPERANNUATION SCHEME (SCOTLAND) REGULATIONS 1995

AGENDA FOR CHANGE

The purpose of this circular is to advise NHS employers on the procedures for notifying SPPA of arrears of salary payable to NHS staff affected by Agenda for Change (AfC).

To perform precise benefit calculations and provide scheme members with pension statements, SPPA are required to hold information on salaries and superannuation contributions paid by each scheme member.

PAY ARREARS

SPPA have now agreed with representatives from NHS Payroll that notification of arrears of salary should be carried out as follows:-

1. ARREARS PAID AND MEMBER RETIRED

Notification should be sent to the relevant Operations Team at SPPA using the same procedures for notifying post retirement arrears of salary (normally extracted pages from the AW application form). Payroll Departments are asked to send notification on revised pensionable pay figures to SPPA as soon as practicably possible after AfC salary arrears have been paid. Notifications should be clearly marked that they relate to AfC arrears. SPPA will then carry out a revision calculation of the pension award.

2. ARREARS PAID AND MEMBER STILL EMPLOYED or LEFT NHS EMPLOYMENT (other than on retirement)

It has been agreed that notification will be supplied to SPPA on members who have had their pensionable earnings inflated by AfC and have been paid the arrears due. Information is to be provided on:-

- the total AfC arrears payable
- a breakdown of the amount appropriate to each individual year and the contract to which the arrears relate
- the financial year in which the arrears were paid if they have previously been included in an annual return (NSR03) notification to SPPA.

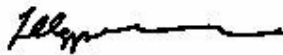
TIMETABLE

SPPA accept that it will not be possible for individual Payroll Departments and SPPA to commit to a specific timetable because not all NHS Boards have completed AfC assimilations and dispute procedures still continue.

However arrears information should be sent to SPPA as soon as possible once NHS Boards near the completion of the AfC task. The information should be provided to SPPA in an extraction file from the NHS Assimilation/Arrears Tool (GRAMPAA). The technical specifications of the extraction file are complex, so instructions will be provided to Payroll Departments from internal NHS sources (contact point Lorraine Hunter at NHS Grampian).

If you require further information please e-mail afc@scotland.gsi.gov.uk or telephone 01896 893002 or contact the address stated above.

Yours faithfully



Ian Clapperton
Director of Operations