

**SCOTTISH TEACHERS' SUPERANNUATION SCHEME
02/2013**

WHO SHOULD READ: Chief Executives, HR and Payroll managers
ACTION: To read and circulate as appropriate
SUBJECT: Technical Working Group

The purpose of this circular is to invite employers to participate in a Technical Working Group.

SPPA has, for several years, been successfully working together with NHS employers in a Technical Working Group and we are seeking volunteers to participate in a similar Teachers' employer group.

The purpose of the group will be to:

- look at technical/operational issues arising from the implementation of scheme changes
- address the collection of accurate data
- discuss other pension issues which may impact on either our pension system or to your payroll systems
- discuss technical implementation issues such as Taxation and Auto Enrolment
- keep the employers guide under review.

The NHS meetings are held at the Scottish Government building in Victoria Quay, Edinburgh and it is proposed that, once formed, the Teachers' Technical Working Group would also host their meetings there. However, if this is not suitable we can consider alternative accommodation. It is also proposed that the meetings are held quarterly but this can be reviewed at any time and additional meetings can be arranged if necessary.

It is expected that, as well as staff from SPPA, the group would consist of HR and payroll representatives from:

- Local Authorities
- Independent schools
- The further and higher education sector.

We already have some employers who have shown interest in joining this group and currently have nominees from Renfrewshire, West Dunbartonshire and North Ayrshire Councils. However, to ensure that the group works effectively, we would like representation from across the employer group including colleges and independent schools.



At a recent Local Authority meeting at Edinburgh City Council, it was suggested that an effective solution may be to have a representative from each of the main systems used by employers who could then feed back to the others. We will leave it to you to agree how best this may work for you and would be happy to accept individual nominations or a nominated representative from specific groups. We would be grateful if you could ensure that if you agree to participate in this group and you cannot attend, that you have a deputy who will attend on your behalf.

Please note that this group will not make Policy decisions as these will continue to be made by the Management Advisory Group (Scotland).

If you are interested in participating in this group, would like to find out more or have any enquiries about this circular please contact Christine.ross@scotland.gsi.gov.uk

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Director of Operations
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