

Circular 09/2017
 12 October 2017

To: Chief Executives
 Salaries and Wages
 Human Resources
 Pension Contacts

At: All Employing Authorities

Dear Colleagues

**EMPLOYER DATA IMPROVEMENT SEMINAR
 WEDNESDAY 15th NOVEMBER 2017**

NILGOSC is holding a Data Improvement Seminar for employers in November. The focus of this seminar is the flow of accurate, timely information from employers to NILGOSC as well as giving employers advance notification of the implementation of monthly returns.

Date	Time	Venue
Wednesday 15 th November 2017	10.30am to 12.30 pm	Dunadry Hotel, 2 Islandreagh Drive, Dunadry, Antrim, BT41 2HA

From 1 April 2015 the Pension Regulator has had an active role in reviewing the governance and administration of public service pension schemes. We are delighted that a representative from The Pensions Regulator will be attending and will make a short presentation on the role of the Pension Regulator, the importance of data quality and employer responsibilities.

Since the introduction of the new CARE Scheme it has been become increasingly more difficult to carry out the annual reconciliation of member information using the current process. To meet the new statutory requirements NILGOSC has invested in additional systems to collect data from scheme employers on a monthly basis. From April 2019 the only method of sending information to NILGOSC will be by monthly data submissions. The monthly submission of data will provide significant benefits for NILGOSC, employers and members and will negate the need for annual returns going forward. The deadline for all employers moving to monthly returns is April 2019.

In addition to explaining the practicalities and specification for monthly data submissions we also intend to cover the current annual return process and to highlight the recently published Pensions Administration Strategy.

The changes will affect all employers and therefore I hope you, or some representatives from your authority, will be able to attend this seminar. It is particularly relevant for those who submit monthly contributions and annual returns to NILGOSC at present. If you wish to attend the seminar please e-mail Hannah.berryman@nilgosc.org.uk with the names, job titles, employer name, and a contact number for those wishing to attend.

Yours sincerely

A handwritten signature in black ink that reads "Zena Kee". The signature is written in a cursive, slightly slanted style.

Zena Kee
Pensions Manager