

# Core brief

Monday 18 March 2019

## Introduction

This issue of Core Brief details information on our Fire Safety Policy; support for staff with money worries; and important pension information.

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## Coming soon - updated Fire Safety Policy

All staff should note that the NHSGGC Fire Safety Policy has been reviewed and the updated policy will be launched on Monday 1 April 2019.

Fire safety is everyone's responsibility and all staff must familiarise themselves with the updated policy and what the changes mean for them.

Watch your Core Brief for more information.

If you have any queries regarding this please contact [FireSafety@ggc.scot.nhs.uk](mailto:FireSafety@ggc.scot.nhs.uk)

## Support for staff with money worries

Money worries can affect everyone at some point in their lives. Changing circumstances and the current economic climate can all affect our ability to manage financially.

NHSGGC offers a range of help and support for staff with money worries.

The Support and Information Services (SIS) can help, and have links to other community based organisations, including those for money advice, [click here for more information](#).

For information on free, confidential money advice services local to where you live, visit <http://infodir.nhsggc.org.uk/> and click 'Money Advice' in the menu.

If you want to keep track of your money or plan your budget, there are tools and resources to help you do this at: <https://www.moneyadviceservice.org.uk/en>

Finally, if you are worried that money worries are affecting your physical or mental health [NHS Inform has information to help you](#).

## Workplace pensions – automatic re-enrolment 31 March 2019

Under changes to workplace pension arrangements introduced by the UK Government, NHSGGC, along with other employers, require to ensure all staff who are not members of a workplace pension scheme are automatically enrolled into one, and then to review this on a three yearly basis.

The Board's original staging date for automatic enrolment was 31 March 2013. As we are now approaching our second re-enrolment date of 31 March 2019, we are required to review the workplace pension status of our workforce.

It has always been the case that staff may join a Pension Scheme at any time, so if you wish to join now please contact your local payroll contact (details are on your pay slip).

### **What this may mean for you**

**If you are already an NHS Pension Scheme Member** you need do nothing - you will remain in the NHS Scheme. For full information on your pension scheme, visit: [www.sppa.gov.uk](http://www.sppa.gov.uk).

**If you are not eligible to join the NHS Pension Scheme and are already a NEST Pension Scheme Member** you need do nothing - you will remain in NEST. For full information on your pension scheme, visit: [www.nestpensions.org.uk](http://www.nestpensions.org.uk)

**If you hold an HMRC certificate confirming entitlement to protection of fixed or enhanced Life Time Allowance (LTA)** you do not need to be automatically re-enrolled, however the Board may not be aware that you hold this protection arrangement. Therefore, in order to avoid being part of this process, you must provide a copy of your certificate to the Payroll Department.

**If you are not currently a member of either pension scheme** we will automatically re-enrol you on 31 March 2019 provided you meet the following criteria:

- Earn over £10,000 a year (£833 a month or £192 per week)
- Are aged 22 or over; and
- Are under State Pension age.

The majority of staff will be enrolled into the NHS Scheme however some of our workforce will not be eligible to join the NHS Pension Scheme and those will be considered for the National Employment Savings Trust (NEST).

**Eligible staff** will be written to in early March confirming that they are being automatically re-enrolled. A small number of staff may become eligible during March in which case they will receive notification in early April. This letter will confirm the scheme into which you are being enrolled and will provide some additional information including how to opt out if you do not wish to remain a scheme member.

### **Further Information**

[Click here](#) to view the Factsheet on Automatic Re-enrolment

If you are a member of a Trade Union or Staff Organisation, you may wish to seek further information from your local representative.

For information on pensions and saving for later life visit: [www.direct.gov.uk/workplacepension](http://www.direct.gov.uk/workplacepension)

**Are your contact details up-to-date? [Click here](#) to check**