


UN3286 1 of 3 30 th March 2023	Electronic Staff Record Programme USER NOTICE	
Title	Pension Rebanding April 2023	
Purpose	To advise on actions required for the April 2023 Pension Rebanding Process	
Intended Audience	ESR Payroll and Pensions Departments	

SUBJECT

Pension Rebanding April 2023.

DETAIL


The Year End Pension Rebanding process is scheduled to run on ESR over the weekend commencing 7th April 2023.

As notified in the Release 57 Guide to Enhancements (RN533), a number of changes have been made to the process, in line with legislative and user requirements.

There are no changes to the rates and tiers that were introduced in October 2022, and the following will be used in the assessments:

Pension Band	Pensionable Pay Upper limit	Employee's Contribution	Employer's Contribution
A	£13,246.99	5.1%	14.38%
B	£16,831.99	5.7%	14.38%
C	£22,878.99	6.1%	14.38%
D	£23,948.99	6.8%	14.38%
E	£28,223.99	7.7%	14.38%
F	£29,179.99	8.8%	14.38%
G	£43,805.99	9.8%	14.38%
H	£49,245.99	10.0%	14.38%
I	£56,163.99	11.6%	14.38%
J	£72,030.99	12.5%	14.38%
K	£9999999.99	13.5%	14.38%

NOT PROTECTIVELY MARKED

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For this year, the process will assess all assignments who are members of the NHS Pension Scheme as at the 31st March 2023, regardless of whether they have been through a mid-year assessment.

The process will assess substantive and bank staff as follows:

- Assignments who have been employed for the whole of the tax year, who do not have any changes through the year other than the Pay Award, will be assessed on their actual pensionable pay at the end of the tax year.
- New starters will be assessed from their start date, or the next whole period if a mid-period starter, pensionable pay will be annualised based on the number of complete periods.
- Where there has been a mid-year pay affecting change, this will be assessed from the first full period after the effective date of the change. As above, pensionable pay will be annualised based on the number of complete periods following the change.
- Mid-year changes that may be affected by Pay Award arrears that were paid in September and October, will be assessed on pensionable pay excluding the arrears.
- Any assignment with the Pension Reband Override NHS element attached will not be assessed by the process.


Note: In order for mid-year changes to be correctly assessed at Year End, the Mid-Year Rebanding process must have been run for every pay period of the tax year. If there are periods where it has not been run during the year, this may mean some of the mid-year triggers could be missed and lead to unexpected results in the assessment.

The process requires 2 phases to complete:

- The initial phase will take one to two days to process, during which time the ESR service will remain fully available.
- The second phase of the Pension Rebanding process will apply the revised pension bands to assignments during downtime. The system will be withdrawn on Friday 7th April 2023 at 18:00 to complete this phase of the process. Details of the exact downtime required will be provided in a separate User Notice.

NHS Pension Band Allocation Report -

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When the second phase has completed, the NHS Pension Band Allocation Report should be run in Year End Mode. As all assignments are being assessed there is not a requirement to run the report in Annual Summary Mode, however users can still do so if required.

In line with NHS Pension Scheme regulations, it is the responsibility of the organisation to ensure that employees are paying the correct rate of pension contribution. It is therefore essential any changes made by the Pension Rebanding processes are checked and manually amended where required.

ACTION REQUIRED

Assess any effects of the timing of the Pension Rebanding processes described above and make any necessary plans.

Run the NHS Pension Band Allocation Report in Year End or Annual Summary Mode and take any corrective action.

FURTHER INFORMATION

Please refer to the Release 57 Guide to Enhancements (RN533) for details on the changes and calculation examples.

NEXT UPDATE

None