

MONITORING OF CONTRIBUTIONS

Report of the Director of Finance and Public Value

Please note that the following recommendations are subject to consideration and determination by the Committee before taking effect.

Recommendation: that the Board be asked to note the actions taken to monitor the contributions.

1. Introduction

- 1.1. This report is to update the Pension Board on the current procedures for monitoring of timely payment of contributions from employers
- 1.2. Employers are required to make their monthly contributions to the fund by the 7th of the month in accordance with the Administering Authority discretions. The legal deadline is however later than this on the 19th of month where payment is made by cheque or 21st of the month where payment is made electronically.
- 1.3. Where contributions are received after the legal deadline and the Authority considers that late payment is of material significance, we have the duty to notify the Pensions Regulator of the employer's failure to meet the legal deadline.

2. Monitoring process

- 2.1. Employers are required to submit a remittance advice with their contributions. The Finance team within Peninsula Pensions record the payments received onto the Fund's finance system. Staff in the investment team update a database which records the contributions and also checks that they are in line with the rate certified by the actuary.
- 2.2. The date that the contribution was received is also recorded in order to monitor compliance with the legal requirements.
- 2.3. The table below shows a summary of the monthly contributions received in Q3 2021/22. For each scheme employer, 3 contributions would be recorded and included in the table below except for those employers who joined or left the fund during the period.
- 2.4. A total of 8 contributions were received late during this quarter. Of the contributions received late, these were in the main one off events relating to Parish/Town councils. Officers have contacted the employers concerned to remind them of the timescales they should be working to. The issue

reported to the board at the February meeting regarding the Academy employer has been resolved.

Employer by monthly contribution size	Paid on or before 7th of the month	Paid after 7th but on or before 19th	Paid after 19th	Not paid
£1 - £1000 (53)	115	41	3	0
£1001 - £10k (124)	316	51	5	0
£10k - £50k (67)	168	33	0	0
£50k+ (39)	102	12	0	0
<u>TOTAL</u>	<u>701</u>	<u>137</u>	<u>8</u>	<u>0</u>

Conclusion

1.1. The Board is asked to review and note the contribution monitoring record.

Angie Sinclair
Director of Finance

Electoral Divisions: All

Local Government Act 1972:

List of Background Papers - Nil

Contact for Enquiries: Charlotte Thompson
Tel No: 01392 381933 Room: G99