



## Regulatory and Other Committee

**Open Report on behalf of Pete Moore - Executive Director of Finance and Public Protection**

Report to:	<b>Lincolnshire Pension Board</b>
Date:	<b>11 October 2018</b>
Subject:	<b>Employer Data Submissions Update</b>

**Summary:**  
 This report introduces a presentation that provides detail and explanation on Employer Data Submissions for the first four months of the financial year 2018/19.

**Recommendation(s):**  
 That the Board note the presentation and the report.

**Background**

- 1 The Board received the Annual Review of Employer Submissions at its meeting in July. In considering the report, the Board were concerned about the number of late contributions or late data submissions during the financial year 2017/18. In light of this the Board requested further information on the late contributions and data for the first four months of the current financial year to date (April – July data and contributions).
  
- 2 A summary of all late contributions or data submissions since April 2018 is set out in the table below and details of the individual employers can be found at **Appendix A**.

**Late contributions and data submissions April – July 2018.**

Month	Submission of Data		Payment of Contributions	
April	15	6.0%	6	2.4%
May	23	9.1%	2	0.8%
June	7	2.8%	5	2.0%
July	9	3.6%	4	1.6%
<b>Total for 2018/19</b>	<b>54</b>		<b>17</b>	

- 3 As can be seen from the analysis the number of employers making late contributions is a relatively small percentage of the overall number of

employers. The high number of late data submissions at the beginning of the financial year was a result of changes to a number of payroll providers systems. These have now been bedded in, which can be seen in the resultant drop in numbers. None of these breaches individually have been material and therefore have not been reported to the Pensions Regulator; however, they have been included en masse in the breaches register.

- 4 Contribution monitoring is managed within the LCC Pensions Team and each employer is contacted in any instance of late contributions or data submissions and these are recorded as part of the monitoring system. When the Fund has recorded late contributions/submissions in three out of six months on a rolling basis, the employer will receive a fine (currently set at a minimum of £96). Since April 2018 nine employers have been fined on this basis.
- 5 The Accounting, Investment & Governance Manager and Pensions Finance Technician will provide a presentation to the Board, setting out more details on the process for monitoring contributions and data submissions, details on the performance to date this financial year and a summary of actions taken to improve the timeliness and quality of data submitted.

## Conclusion

- 6 The Pension Board requested additional information on the timeliness of contributions and data submissions from employers for 2018/19. This report and presentation brings to the Board this information for the first four months of the financial year.

## Consultation

### a) Have Risks and Impact Analysis been carried out?

Yes

### b) Risks and Impact Analysis

The Pension Fund has a risk register which can be obtained by contacting the author of this report.

## Appendices

These are listed below and attached at the back of the report	
Appendix A	List of Late Contributions or Late Data Submissions (April 2018 to July 2018)

## Background Papers

This report was written by Claire Machej, who can be contacted on 01522 553641 or [claire.machej@lincolnshire.gov.uk](mailto:claire.machej@lincolnshire.gov.uk).

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