

NORTHUMBERLAND COUNTY COUNCIL PENSION FUND  
Pension Fund Panel Meeting 23 November 2018

Record of breaches - contributions quarter ended 30 September 2018

Date	Category (e.g. administration, contributions, funding, investment, criminal activity)	Description and cause of breach	Possible effect of breach and wider implications	Reaction of relevant parties to breach	Reported / Not reported (with justification if not reported and dates)	Outcome of report and/or investigations	Outstanding actions
August 2018	Contributions due from employer 878.	Failure by employer 878 to pay monthly contributions within 19 days of month end for August 2018. In holiday absence of one member of staff, covering staff omitted to pay contributions on time.	Possibility of error in members' pension records.	<p><u>Administering authority:</u> monitoring of timeliness of contribution payments, email "chaser" sent – escalated to higher officer in absence of usual contact. Immediate payment requested as now late. Phone calls made.</p> <p><u>Employer:</u> A key staff absence had resulted in covering staff not being aware of 19 day rule. On being informed, immediate payment was made for one part only, on chasing missing second payment, made promptly. New arrangements for holiday absences now instituted.</p>	<p>Not reported</p> <p>Not of material significance</p> <p>Isolated incident, should not recur.</p>	N/A	Administering authority will continue close monitoring of timeliness of contribution payments from employer 878.