

**Report for:** Pensions Committee and Board – 22 November 2022

**Title:** Pensions Administration Update

**Report authorised by:** Toyin Bamidele, Assistant Director of Finance (Deputy Section 151 Officer)

**Lead Officers:** Tim Mpofo, Head of Pensions & Treasury, and Jamie Abbott, Pensions Manager, 020 8489 3824, [Jamie.Abbott@haringey.gov.uk](mailto:Jamie.Abbott@haringey.gov.uk)

**Ward(s) affected:** N/A

**Report for Key/  
Non Key Decision:** Not applicable

## **1. Describe the issue under consideration**

- 1.1. This report provides the Pensions Committee and Board (PCB) with the following updates regarding Pension Fund's administration activities:
- a. Pension Fund membership update
  - b. Resourcing of the pensions administration team
  - c. Approval of new admission agreements
  - d. Online Member Self Service portal update

## **2. Cabinet Member Introduction**

- 2.1. Not applicable

## **3. Recommendations**

The Pensions Committee and Board is recommended:

- 3.1. To note this report and the information provided regarding the Pension Fund's administration activities set out in section 6 of this report.
- 3.2. To approve the admission of Lunchtime Company Limited as a new employer to the Pension Fund in respect of service contracts with Alexandra Primary School and Belmont Infant and Junior School as set out in paragraphs 6.5 – 6.7 of this report.

## **4. Reason for Decision**

- 4.1. Under the Local Government Pension Scheme (LGPS) Regulations 2013, an employer can participate in the LGPS under an admission agreement if the

employer is set up following the transfer of service or set up based on a community of interest.

- 4.2. Haringey Council, in its role as Administering Authority and Scheme Employer for the Haringey LGPS, has the authority to agree to the admission of bodies into the pension scheme.
- 4.3. The Council, in its Constitution, has delegated the responsibility to exercise all the Council's functions as the Pension Fund's Administering Authority to the Pensions Committee and Board.

## **5. Other options considered**

- 5.1. Not applicable.

## **6. Background information**

### **Membership Update**

- 6.1. The table below provides a breakdown of Haringey Pension Fund's scheme members as at 30 September 2022.

| <b>Member status</b>        | <b>30 Jun 2022</b> | <b>30 Sep 2022</b> |
|-----------------------------|--------------------|--------------------|
| Active members              | 6,308              | 6,301              |
| Pensioner members           | 8,426              | 8,420              |
| Deferred members            | 10,727             | 10,660             |
| <b>Total scheme members</b> | <b>25,461</b>      | <b>25,381</b>      |

### **Resourcing the pensions administration team**

- 6.2. Following the recent recruitment exercise, the team made appointments for three out of the four vacancies advertised for.
- 6.3. The offers were made for the Team leader, Pensions Officer and Payroll Pensions Officer roles.
- 6.4. There still remains some vacancies within the team for a Senior Pensions Officer, Pensions Officer and an Apprentice. A further round of recruitment is expected in the new year once the team have had time to settle with the new joiners.

### **Approval for new admission agreements**

- 6.5. An admission agreement is the means by which an external service provider is admitted into the Local Government Pension Scheme (LGPS). This normally occurs when a service provider takes over a service previously provided by the Council and is therefore required to offer the LGPS to existing employees.
- 6.6. A guarantee bond is usually put in place to protect the Fund against any unpaid liabilities arising from the contractor's admission.

6.7. Alexandra Primary and Belmont Infant and Junior schools have tendered their catering services and the successful bidder was Lunchtime Company Ltd. It is proposed that Lunchtime Company Ltd (be admitted to the Haringey Pension Scheme as an Admission Body in relation to the provision of two catering services for the above schools.

**Online Member Self Service Portal Update**

6.8. The Member Self Service portal is a Pension scheme website that members can register an account with to view/edit their personal information as well as running their own retirement estimates.

6.9. The table below provides a breakdown of the number of active members registered for the Haringey Pension Fund’s Member Self Service (MSS) as at 30 September 2022.

| <b>Member Self Service</b>               | <b>30 Sep 2022</b> |
|--|--------------------|
| Total active members                     | 6,301              |
| Total active member registrations on MSS | 953                |
| % of registered active members           | 15.12              |

**7. Contribution to Strategic Outcomes**

7.1. Not applicable

**8. Statutory Officer Comments (Director of Finance (including procurement), Head of Legal and Governance (Monitoring Officer), Equalities)**

Finance and Procurement

8.1. Not applicable.

Head of Legal and Governance (Monitoring Officer)

8.2. The Head of Legal and Governance (Monitoring Officer) has been consulted on the content of this report.

8.3. The report seeks authority to admit an employer as admitted body to the Haringey Pension Fund. A person is eligible to be an active member of the Scheme in an employment if employed by an admission body and is designated, or belongs to a class of employees that is designated by the body under the terms of an admission agreement, as being eligible for membership of the Scheme.

8.4. Lunchtime Company Ltd is a body that is providing or will provide a service or assets in connection with the exercise of a function of a Scheme employer as a result of the transfer of the service or assets by means of a contract or other arrangement. Lunchtime Company Ltd has entered into service contracts to provide catering services to Alexandra Primary School and Belmont Infant and



Junior School, and the administering authority may enter into the Admission Agreements pursuant to Schedule 2 of The Local Government Pension Scheme Regulations 2013.

### Equalities

8.5. The Local Government Pension Scheme is a defined benefit open scheme enabling all employees of the Council to participate. There are no impacts in terms of equalities issues arising from the contents of this report.

## **9. Use of Appendices**

9.1. None

## **10. Local Government (Access to Information) Act 1985**

10.1. Not applicable.