**EMPLOYER END OF YEAR COMPLIANCE STATEMENT**

**Financial Year 2024/25**

**Employer:**

The Pensions Shared Service is seeking confirmation that the pension data returned for the financial year is accurate and in accordance with the Local Government Pension Scheme Regulations

2013 (as amended) and any other overriding legislation.

**This form should be signed by one of the following: Head of Finance or Head of Organisation**

**Head of Internal Audit (or equivalent if employing an external auditor)**

**External Auditor**

**FAILURE TO RETURN THIS FORM WILL RESULT IN A BREACH BEING RECORED IN ACCORDANCE WITH THE FUND’S BREACHES POLICY.**

As Head of Finance/Head of Organisation/Internal Audit/External Audit (*delete as appropriate)* for the above-named Employing Body, I can confirm that the necessary processes are in place to give assurance that the LGPS Regulations 2013 have been complied with in the following areas:

|  |  |
| --- | --- |
| **Area of Compliance** | **Employer**  **Compliant?** |
| Employee pension contributions have been deducted from the correct elements of pay and the correct percentage applied in accordance with the employee contribution banding table for the financial year 2024/25 | YES/NO |
| Employer pension contributions have been deducted in accordance with the  actuary’s valuation report (2022) for the financial year 2024/25 | YES/NO |
| The correct employer contributions have been paid for authorised absences including sickness absence | YES/NO |
| In the case of a member on reduced pay for sickness and child related absence or no pay for sickness absence, you are providing the pensionable pay including the assumed pensionable pay on the year-end return or leavers  form (if applicable) | YES/NO |
| The correct i-Connect data including CARE pay is being returned at year end | YES/NO |
| Full Time Equivalent Pensionable pay under the 2008 Regulations is being given at year end for all employees with service prior to 1 April 2014 or anyone affected by the underpin. | YES/NO |

**I can confirm that our payroll records are annually audited to check that employer administration processes have been carried out correctly and information and contributions passed over to the Pension Fund are accurate and in accordance with the LGPS Regulations 2013.**

**Name: Position Held: Date: Signature:**

Please return form to: The Pensions Shared Service

[PSSEmployers@richmondandwandsworth.gov.uk](mailto:PSSEmployers@richmondandwandsworth.gov.uk)