

**REPORT OF THE SERVICE DIRECTOR – HUMAN RESOURCES &  
CUSTOMER SERVICE****LOCAL GOVERNMENT PENSION SCHEME  
APPLICATION FOR ADMISSION BODY STATUS****1. Purpose of the Report**

- 1.1. The purpose of this report is to inform the Pensions Committee of the proposed admission of four admission bodies (as detailed on the attached appendices) into the Nottinghamshire Pension Fund under the provisions of Schedule 2 (part 3) of the Local Government Pension Scheme Regulations 2013.

**2. Information and Advice**

- 2.1. The scheme regulations require LGPS Pension Funds to allow an admission to its scheme if the organisation is one that is providing or which 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.
- 2.2. Where an admission body and the scheme employer undertake to meet the relevant requirements of Schedule 2 (part 3), an administering authority must admit to the LGPS the eligible employees of the admission body, and where it does so, the terms on which it does are noted in the admission agreement for the purposes of these Regulations.
- 2.3. Investigations have been made and it can be confirmed that each body named in the attached appendices falls within the definition contained in Schedule 2 (part 3) of the Local Government Pension Scheme Regulations 2013 and as such will be eligible to become an admission body. Under Schedule 2 (part 3) (13), the administering authority must admit to the scheme the eligible designated employees of the admission body, provided the admission body undertakes to meet the relevant requirements of the regulations through an admission agreement.
- 2.4. The County Council will seek to sign an appropriate admission agreement to allow the bodies listed in Appendix A to D to be admitted to the Nottinghamshire Pension Fund. When the admission agreement is formed the admission bodies will be required to pay contribution rates as determined by the Fund Actuary.

### **3. Statutory and Policy Implications**

- 3.1 This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **4. Recommendation**

- 4.1 The Pensions Committee is recommended to note the contents of the report.

## **MARJORIE TOWARD SERVICE DIRECTOR (HUMAN RESOURCES & CUSTOMER SERVICE)**

### **For any enquiries about this report please contact:**

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### **Human Resources Implications (JP)**

As outlined within the body of the report, admission body status will allow transferring staff continued membership eligibility of the LGPS.

Where the service transfer relates to Nottinghamshire County Council, full consultation has been undertaken with affected staff and the recognised trade unions in line with TUPE requirements. In respect of other service transfers the current employing body is responsible for undertaking the equivalent consultation.

### **Constitutional Comments (KK)**

The proposal in this report is within the remit of the Pensions Committee.

### **Financial Comments (SC)**

There are no financial implications arising directly from this report. As noted in the report, employer contributions to be paid by admitted bodies are determined by the Fund's actuary.

### **Background Papers**

None

### **Electoral Division(s) and Member(s) Affected**

All



## Appendix A

**Proposed admission of KGB Building & Cleaning Services Limited into the Nottinghamshire Pension Fund, as an admission body under the provisions of Schedule 2 (part 3) of the Local Government Pension Scheme Regulations 2013.**

KGB Cleaning & Support Services Limited has a contractual agreement with Central College to undertake the college's cleaning function. The service transfer took place on 1<sup>st</sup> January 2014. The contract period is 3 years.

This arrangement involved the TUPE transfer of 26 employees (of which 8 were active LGPS members) of Nottinghamshire County Council's Catering and Facilities Management Group who were engaged in the delivery of the service.

KGB Cleaning & Support Services Limited intends to allow continuity of LGPS membership through an admission agreement with the Nottinghamshire Pension Fund. The option to join the LGPS will not be available to existing employees of the company.

Details of this admission were presented at the meeting of the Pensions Sub-Committee on 8 May 2014.

## Appendix B

### **Proposed admission of Independent Cleaning Services Limited into the Nottinghamshire Pension Fund, as an admission body under the provisions of Schedule 2 (part 3) of the Local Government Pension Scheme Regulations 2013.**

Independent Cleaning Services Limited has a contractual agreement with School Partnership Trust Academies, proprietor of Kingston Park Academy, to undertake the academy's cleaning function. The service transfer took place on 1<sup>st</sup> May 2014. The contract period is three years.

This arrangement involved the TUPE transfer of 4 employees (of which 1 was an active LGPS member) of Nottinghamshire County Council's Catering and Facilities Management Group who were engaged in the delivery of the service.

Independent Cleaning Services Limited intends to allow continuity of LGPS membership through an admission agreement with the Nottinghamshire Pension Fund. The option to join the LGPS will not be available to existing employees of the company.

Details of this admission were presented at the meeting of the Pensions Sub-Committee on 8 May 2014.

## Appendix C

### **Proposed admission of Mellors Catering Services Limited into the Nottinghamshire Pension Fund, as an admission body under the provisions of Schedule 2 (part 3) of the Local Government Pension Scheme Regulations 2013.**

Mellors Catering Services Limited has a contractual agreement with South Nottingham Catholic Academy Trust, proprietor of Our Lady and St Edwards Academy, to undertake the academy's catering function. The service transfer is planned to take place on 24<sup>th</sup> July 2014. The contract period is three years.

This arrangement will involve the TUPE transfer of 3 employees of Nottingham City Council (of which 2 were active LGPS members) who are engaged in the delivery of the service.

Mellors Catering Services Limited intends to allow continuity of LGPS membership through an admission agreement with the Nottinghamshire Pension Fund. The option to join the LGPS will not be available to existing employees of the company.

## Appendix D

**Proposed admission of Capita Managed IT Solutions Limited into the Nottinghamshire Pension Fund, as an admission body under the provisions of Schedule 2 (part 3) of the Local Government Pension Scheme Regulations 2013.**

Capita Managed IT Solutions Limited has a contractual agreement with Ellis Guilford School and Sports College, a school maintained by Nottingham City Council, to carry out the school's ICT managed service. The service transfer is planned to take place on 2<sup>nd</sup> September 2014. The contract period is one year.

This arrangement will involve the TUPE transfer of 1 employee who is an active LGPS member engaged in the delivery of the service.

Capita Managed IT Solutions Limited intends to allow continuity of LGPS membership through an admission agreement with the Nottinghamshire Pension Fund. The option to join the LGPS will not be available to existing employees of the company.