

**Breaches Report**

**Item 7.**

| Breach Number | Year    | Date of Breach / Likely Breach | Failure Type  | A description of the breach (including relevant dates), its cause and effect, including the reasons it is, or is not, believed to be of material significance  | Been reported to tPR before | RAG Status | Report to tPR | Actions taken to rectify the breach. A brief descriptions of any longer term implications and actions required to prevent similar types of breaches recurring in the future |
|---------------|---------|--------------------------------|---------------|--|-----------------------------|------------|---------------|---|
| 38            | 2018-19 | 19/5/18                        | Contributions | April contributions not received until 8/6/18 - 20 days late. <b>Cause:</b> Clerk on sick leave. <b>Effect:</b> Contributions have now been received   | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 39            | 2018-19 | 19/5/18                        | Contributions | April contributions not received until 8/6/18 - 20 days late. <b>Cause:</b> Clerk on sick leave. <b>Effect:</b> Contributions have now been received   | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 40            | 2018-19 | 22/6/18                        | Contributions | May contributions not received until 17/07/18 - 25 days late. <b>Cause:</b> Finance Officer left, person covering didn't realise payment was due. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 41            | 2018-19 | 22/6/18                        | Contributions | May contributions not received until 3/7/2018 - 11 days late. <b>Cause:</b> Swim Narberth pool has been closed to staff for the past 6 months as major renovation work going on, manager had to contact committee to make payment. <b>Effect:</b> Contributions have now been received | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 42            | 2018-19 | 22/7/18                        | Contributions | June contributions not received until 30/7/18 - 11 days late. <b>Cause:</b> Clerk has left. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 43            | 2018-19 | 22/7/18                        | Contributions | June contributions not received until 30/7/18 - 11 days late. <b>Cause:</b> Clerk has left. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 44            | 2018-19 | 22/8/18                        | PSD           | July (£2,383.33) Past Service Deficit payment not received until 26/09/2018 - 35 days late. <b>Cause:</b> Staff shortages due to annual leave. <b>Effect:</b> Contributions have now been received   | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 44            | 2018-19 | 22/9/18                        | PSD           | August (£2,383.33) Past Service Deficit payment not received until 26/09/2018 - 4 days late. <b>Cause:</b> Staff shortages due to annual leave. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 45            | 2018-19 | 22/9/18                        | Contributions | August (£3,482.32) contributions payment not received until 27/09/2018 - 5 days late. <b>Cause:</b> Staff sickness. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 45            | 2018-19 | 22/9/18                        | Contributions | August (£2,875.55) contributions payment (by cheque) not received until 27/09/2018 - 8 days late. <b>Cause:</b> Payment missed from batch. <b>Effect:</b> Contributions have now been received   | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 46            | 2018-19 | 22/9/18                        | Contributions | August (£578.17) payment not received until 26.11.18 - 65 days late. <b>Cause:</b> Staff dispute as to who does payments. <b>Effect:</b> Contributions have now been received although using wrong employer rate (underpaying) and no PSD paid as yet                                  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |
| 47            | 2018-19 | 22/10/18                       | Contributions | September (£1,914.90) contributions payment not received until 5/11/2018 - 17 days late. <b>Cause:</b> Forgot to do payment. <b>Effect:</b> Contributions have now been received   | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.  |

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|---------------|---------|--------------------------------|---------------|---|-----------------------------|------------|---------------|--|
| 48            | 2018-19 | 22/10/18                       | PSD           | September (£2,383.33) Past Service Deficit payment not received until 26/10/2018 - 4 days late. <b>Cause:</b> Staff shortages due to annual leave. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.   |
| 49            | 2018-19 | 22/11/18                       | Contributions | October (£1,197.13) contributions payment not received until 28.11.18 - 6 days late. <b>Cause:</b> Payment missed. <b>Effect:</b> Contributions have now been received  | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.   |
| 50            | 2018-19 | 22/1/19                        | Contributions | December 2018 contributions (£2,141.64) received 4.2.19 - 17 days late. <b>Cause:</b> Clerk emailed to say that she had a query with one employee's contributions and had to speak to Mathew in pensions admin before making the payment. <b>Effect:</b> Contributions have now been received | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Contributions now up to date.   |
| 51            | 2018-19 | 22/1/19                        | PSD           | Oct-Dec 18 PSD payment (£25) not received yet. <b>Cause:</b> New clerk has started since the last payment was received, she was unaware that a payment was due. Treasury and Pension admin team will assist her with any further queries. <b>Effect:</b> Payment expected shortly             | No                          | Amber      | No Report     | There are no long term implications associated with this breach. Payment expected shortly.   |
| 52            | 2018-19 | 2018-19                        | PSD           | No PSD payment received yet (£500 for year). Underpaying employer rate. <b>Cause:</b> Due to major refit at premises, issues with emails and communication in general. <b>Effect:</b> Payments expected shortly   | No                          | Amber      | No Report     | Manager has spoken to accountants and committee members with these outstanding queries. Further email/telephone call will be actioned in early March if no payment has been received |