

Admission to the Local Government Pension Scheme

Full title of body applying for admission

Contact details

Name

Job title

Address

Email

Phone number

After considering the information we are interested in entering into an admission agreement.

1. Are you seeking admission in paragraph 1(d)?

Yes

No

If No, please also complete form A.

2. Name of scheme employer you will provide services for

Return to:

Technical Services Manager
West Yorkshire Pension Fund
PO Box 67
Bradford BD1 1UP

Signed

Date

Position

Admission to LGPS – additional information

Form A

(a)	What public service or government function (i.e. a function that government is authorised or required to provide) does the proposed admission body currently carry out, and roughly what percentage of its overall activity does this represent?	
(b)	Under precisely which sub paragraph(s) of Schedule 2 Part 3 of the LGPS Regulations 2013 are you seeking admission?	
(c)	What is the proposed admission date?	
(d)	Who employed the employees before the proposed admission date? Are they 1. transferred from a council (if so, which council?) 2. employed by a current admission body 3. already employed by the proposed admission body, or 4. New hires	
(e)	If the employees to be covered by the admission agreement will be transferred to the admission body, will they be transferring all at once or on different dates? What are the proposed dates?	
(f)	Is it proposed that the admission agreement will be a closed or an open agreement? A closed agreement is one that limits membership to existing staff and staff transferring from the local authority. An open agreement is for existing staff plus others.	
(g)	Will the admission body have an end date?	

Identification of the type of separate legal entity that the proposed admission body constitutes

Note: if the proposed admission body is not a separate legal entity (for example, if it's a school) provide information about the legal entity that owns the proposed admission body – for example, an educational trust. If the proposed admission body is not yet in existence, please answer the questions taking into account the proposed constitution.

(a)	Is it a committee, company, corporate body, church council, Industrial and Provident Society, trust, charity established by royal charter, etc.? Note: do not respond 'charity' – a charity is not in itself a legal entity.	
(b)	Supply an up-to-date copy of the documents (e.g. memorandum and articles of association) establishing the legal entity and setting out the rules controlling it and the way it is managed.	
(c)	To what extent is the establishment of the legal entity authorised, anticipated or required by any form of government legislation?	

(d)	Specify the extent (including percentages) to which the legal entity is owned by any level of local or central government and identify the government owner.	
(e)	Identify (include percentages) any non-government owners of the legal entity.	
(f)	Specify and identify (include percentages) that the management of the legal entity is vested in: 1. government or government representatives in that capacity 2. non government	
(g)	Specify in whom the assets of the legal entity will vest on dissolution and state whether the recipient is any part of local or central government.	
(h)	Is the legal entity a charity exempt from UK tax or otherwise so exempt? If so, provide the charity registered number or evidence of other exemption.	
(i)	If the legal entity was established with initial assistance or encouragement of a local authority (e.g. a company limited by guarantee to carry out a local authority function that the local authority wishes carried out) explain why it was decided to achieve this through a legal entity separate from the local authority.	

Revenue – sources of finance and bonds

General

(a)	Roughly what percentage of the proposed admission body's current revenues (e.g. last year and this year) are derived from local or central government sources? What are those sources and how long is funding guaranteed for? (Please provide a copy of accounts and balance sheet for the last financial year.) If this figure is currently nil, what is anticipated?	
(b)	What are the proposed admission body's principal non government sources of finance? If this figure is currently nil, what is anticipated?	
(c)	To what extent is it probable that the proposed admission body will continue to receive as much or more government funding in the future as that described in (a) above?	
(d)	Providing a guarantor may reduce your contribution rate. Please supply the name and address of your proposed guarantor.	