

APPENDIX 4

Employer	Payroll Month	Days late	Cumulative occasions	Amount	Significance	Reason / Action
Patchway Town Council	May	8	1	3,227.95	Significant days late.	Late payment was due to staff being on leave. The Council are adjusting their procedure to allow for this in future. June contributions were all paid on time.
Clifton Suspension Bridge Trust	June	6	1	4,631.66	Significant days late.	July contributions were all paid early.
Bristol Waste Company	June	9	1	27,660.64	Significant days late.	Late payment was due to staff being on leave. The Company is adjusting its procedure to allow for this in future. July contributions were all paid early.
Aspens 608 (CLF Hanham Woods)	June	18	2	479.98	Significant days late.	The employer entered the wrong payment date in to their system due to an administrative error.
Bristol Futures Academy	July	4	1	697.52	Value/days late not material	} Delayed payment due to problems with new payroll system
North Somerset Enterprise & Technology College	July	4	1	3503.87	Value/days late not material	
St Katherine's School	July	4	1	20636.97	Significant value	
Bristol Waste Company	August	5	2	26543.87	Significant value	Previous issues have been corrected. August's payment was set up in time but there was an oversight in approving the bank transfer. September's contributions were paid three weeks early.
Total Days		58		87,382.46		
Total Contributions in Period				43,837,061	Late Payments as Percentage of total = 0.2%. Late Payments from 8 out of a total of 245 employers	
All late payers are contacted and reminded of their obligations regarding the timing of payments. Where appropriate they are advised on alternative, more efficient methods of payment. Where material, interest will be charged on late payments at base rate plus 1% in accordance with the regulations.						