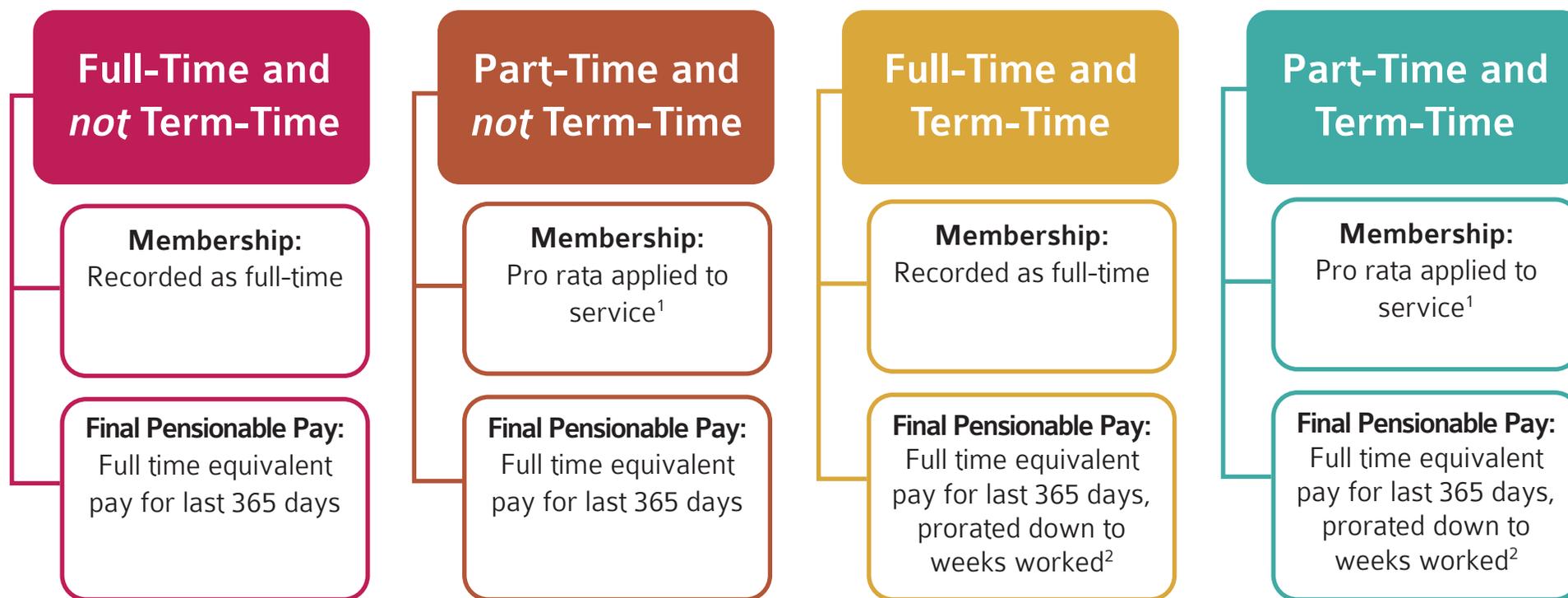


Term-Time Working and West Midlands Pension Fund

For the calculation of final salary pension benefits within WMPF, membership for term-time staff is only prorated if the member works part-time or variable hours.

If a member works 'term-time only' their Final Pensionable Pay (for calculation of any final salary benefits) is prorated to the weeks that they are contracted to work.



¹ For example, for a member who worked 18.5 hours a week out of a possible 37 hours for 10 years, WMPF would pro rata the member's service as follows: **10 years x 18.50/37.00 = 5 years reckonable service**

² For example, for a member that works fewer than 52.14 weeks per year, you must pro rata the full-time equivalent pay to only those weeks that the member is contracted to work: **£50,000.00 (full-time equivalent for 52.14 weeks) x 45 weeks (contracted weeks) / 52.14 weeks = £43,153 Final Pensionable Pay**

Term-Time Working and West Midlands Pension Fund

Calculation Example

When reporting members' pay to the Fund, either on a leaver notification or on your monthly submission, two pay figures must be supplied:

Final Pensionable Pay: full-time equivalent pay for the last 365 days worked

Main Section Pay (or 50/50 Section Pay, if applicable): member's actual pensionable pay

The below example should help you calculate pay figures for a part-time, term-time only member:

- Leaving date: 30/09/2020
- Term-time contract of 47 weeks per year
- Actual gross pay: £11,267.74 per year
- Worked part-time: 18.5 hours per week
- Contributed in Main Section of the scheme

Final Pensionable Pay

Remembering that you need to give the full-time equivalent figure for the member based upon their contracted working weeks, this can be achieved by grossing the part-time actual pay figure up to a full-time figure:

$$\begin{aligned} &£11,267.74 \text{ (actual annual pay)} \\ &\times 37 \text{ (full-time hours)} \\ &\div 18.5 \text{ (part-time hours)} \\ &= £22,535.48 \end{aligned}$$

Or, conversely, if you have the full-time equivalent figure for 52.14 weeks, and need to calculate the term-time equivalent, you can do the

following calculation:

$$\begin{aligned} &£25,000 \text{ (full-time pay for 52.14 weeks)} \\ &\times 47 \text{ (contracted working weeks)} \\ &\div 52.14 \text{ (full-time weeks)} \\ &= £22,535.48 \end{aligned}$$

Main Section Pay

For a leaver notification, the Main Section Pay figure should be from 1st April of the current scheme year to the date of leaving, so for this member, the actual pensionable pay for the period 1st April 2020 (start of scheme year) to 30th September 2020 (leaving date) can be calculated in a couple of ways:

$$\begin{aligned} &£11,267.74 \text{ (actual pensionable annual pay)} \\ &\times 183 \text{ (days between 01/04/20 and 30/09/20)} \\ &\div 365 \text{ (full year in days)} \\ &= £5,649.30^* \end{aligned}$$

Or

$$\begin{aligned} &£11,267.74 \text{ (actual pensionable annual pay)} \\ &\times 6 \text{ (months between 01/04/20 and 30/09/20)} \\ &\div 12 \text{ (full year in months)} \\ &= £5,633.87^* \end{aligned}$$

*Note that there is a few pounds difference in the calculation totals, dependent on which way the calculation has been done – either way is acceptable to the Fund.

50/50 Section Pay

The member had not been in the 50/50 section, so his 50/50 section pay is £0.00

If you would like to learn more about pay and service used for calculating pension benefits, you can join one of our free webinars. Please take a look at our [website](#) for details of this, and other, webinars all about administering the scheme.

To find out more about what pay is or isn't pensionable, please see the resources available on our [website](#).