

Pension Administration Report: Additional Admin Charge for employers Appendix 8

Avon Pension Fund Schedule of additional charge to employers for Non-Compliance

Most Employers submit accurate data and pay correct pension contributions on time. However when there is **late or inaccurate submission of data or late payment** of contributions the consequent costs to the Fund are met from *all* Employer's contributions which is unfair.

In order to promote efficiency, reduce costs and better target the costs of non-compliance, the following **additional** charges will be made.

It is hoped that notification of these charges in advance of their application will improve performance where needed and their imposition should need to be kept to a minimum.

Item	Trigger	Additional Charge
Monthly contributions LGPS 50 forms.	Late Submission.	£50 per occasion.
Monthly Contributions.	Late Payment.	Interest at base rate plus 1% as per the 2008 LGPS regulations.
Year End LGPS51 & LGPS52 forms and Pensionable Pay data.	Late Submission or Incomplete or Poor Quality.	£250 per occasion plus £100 per month <i>or part thereof.</i>
Starter Forms.	Submission later than SLA target.	£50 per month per electronic notification.
Leaver Forms.	Submission later than SLA target.	£50 per month per electronic notification.
Disproportionate work.	Any data submissions or actions that create a disproportionate amount of work. (*also see below)	£50 per hour of additional work.

*Avon Pension Fund is committed to implementing electronic processing and delivery . As these facilities become available and are introduced to Employers, the Fund reserves the right to make additional charges for disproportionate work to those Employers who fail or refuse to adopt them.	£50 per hour of additional work.
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2012/13 Year End: Disproportionate work* as a consequence of the late delivery or poor quality of year end data will be recharged to the Employer at a rate of £50 per hour.

* It is currently estimated (for indicative purposes) that the additional work undertaken as a consequence of chasing / processing late submissions of year end data will be **one hour for each month that data is late.**