

# A Jewellers Quick Guide to Auto-enrolment



## Why T H March?

With T H March you are safe in the knowledge that:

- ✓ **We do the hard work so you don't have to**  
We concentrate on you so you can concentrate on your own family and business. We can get you through the maze of information overload and tasks you need to perform.
- ✓ **We establish long term partnerships**  
We are interested in developing and maintaining long term partnerships with you as our client.
- ✓ **We have an expertise in pensions**  
It's not just about having exams (although Steve has a lot to his name); it is also about years of experience working with both employers and their employees making sure everyone understands what is happening in the world of pensions and, more importantly, in your pension scheme.
- ✓ **We provide trusted advice**  
We are directly regulated by the Financial Conduct Authority and as Chartered Financial planners we adhere to the Chartered Insurance Institute's Code of Ethics. Being authorised we can advise you on what you should do with any existing pension schemes, and give advice to individuals (if required).
- ✓ **We are Independent Financial Advisers**  
We go to the whole of the market so we will know and recommend from NEST, The People's Pension, NOW: Pensions, Legal & General, Standard life or any other provider in the market, which is best for you and your business.

## A Guide to Costs

**Initial Consultation:** No Charge  
**Scoping Out Document:** No Charge

### For providing

- ✓ A Pension Product Provider Recommendation  
*(considering the whole of the market)*
- ✓ Helping with Staff Communications
- ✓ An on-site Staff Presentation(s) with Question and Answers
- ✓ Attending the first Governance Committee meeting

<u>Employees</u>	<u>Fee</u>
1-10	up to <b>£1,500</b>
11-20	up to <b>£3,000</b>
20+	<b>£3,000</b>

*(If only one site)*

*Get organised. Don't leave it too late so you end up paying over the top fees.*

## Automatic enrolment

Employers across the UK are now providing a workplace pension for their staff. Make sure you do too.

[Employers - Act now](#)[Business advisers - Get ready](#)[Automatic enrolment](#)[Pension scams](#)[Defined contribution](#)[Defined benefit](#)[Employers](#)[Business advisers](#)[Trustees](#)[Individuals](#)[Public service](#)

## Who and when

**All employers**, with at least one member of staff, by their staging date.

**Find your staging date (and lots more) with your PAYE Ref Number at:**

[www.thepensionregulator.gov.uk](http://www.thepensionregulator.gov.uk)

There are a **few exceptions** and if the business wasn't set up on the 1<sup>st</sup> April 2012 your staging date will be between 1<sup>st</sup> May 2017 and 1<sup>st</sup> Feb 2018.

## What you need to do

**Understand your obligations and plan in advance** (the Regulator thinks 12 months out is a good starting point), with or without advice you will need to:-

- ✓ Consider any existing pension plans, are they fit for purpose?
- ✓ Understand who you will have to auto-enrol (and who can join if they ask)
- ✓ Work out the cost to payroll in employer pension contributions
- ✓ Decide which pension or pensions to use for auto-enrolment
- ✓ Decide if you can use your existing pay-roll software, or if you need to buy in something else or an additional module. Will your pay-roll talk to your pension provider?
- ✓ Set up the pension. Will you use NEST, The People's Pension, NOW: Pensions or a Group Personal Pension from a pension provider like Legal & General?
- ✓ Will you DIY or take advice? What is the cost of your time and energy when someone else can help you sort it out?

**Talk to Steve to find out how T H March Financial Planning can help you through the process and take some of the weight off of your shoulders**

Information sheet available at  
<http://www.thmarch.co.uk/about-us/publications>  
click on Workplace Pensions for PDF

T.H. March Financial Planning Limited Registered in England No 08357059.

T.H. March Financial Planning Limited is Authorised and Regulated by the Financial Conduct Authority. You may check this at the FCA's register by visiting the FCA website:

<http://www.fca.org.uk/register> or by contacting the FCA on 0800 111 6768