part of your journey

odyssey

odyssey consultancy service

one-off services

Establish Registered Pension Scheme £750

Provision of documentation for the establishment of a registered pension scheme, together with assistance in relation to the various registrations required.

Full Scheme Review £600

An analysis of all scheme information provided to determine areas of compliance and areas of weakness. Recommended actions will be noted in a full summary report.

Pension Scheme Return £250

Compilation of information required for the completion of a Pension Scheme Return, including assistance in providing the information to HM Revenue & Customs.

Pension Regulator Return £150

Compilation of information required for the completion of a Pension Regulator Return, including assistance in providing the information to The Pensions Regulator.

Provision of Scheme Documentation £450

Analysis of the current Scheme Documentation with a view to ensuring that the Rules of the Scheme are brought up to date in terms of present pension legislation.

Share of Fund Calculations £250

Calculation of the share of the pension scheme attributable to individual members following the movement of monies into and out of the scheme over a three-year period.

annual services

Full Practitioner Service £950

Provides for full technical and administrative assistance each year, including the appointment to the Scheme as Scheme Practitioner.

Scheme Monitoring Service £350

Provides for annual contact and interaction to determine whether the Scheme remains in a compliant form, including review of information and recommendations as to further actions that may be necessary.

additional services

Ad Hoc Services Fixed Fee based on £150 per hour

Support and assistance can be provided in relation to all administrative and trustee requirements of the Scheme, including investment transactions, commercial property, sponsoring employer loans and retirement. Fee will be quoted in advance of the service.

scenario one

A client wishing to have a full scheme review, with assistance on one-off activities following the review, including calculating a share of fund, and general assistance with a property purchase.

Initial Fees	Full Scheme Review	£600	
	Share of Fund Calculation	£250	
	Property Assistance (2 hours)	£300	
	TOTAL INITIAL FEES		£1,150
Ongoing Fees	No ongoing service required	£Nil	
	TOTAL ONGOING FEES		£Nil

scenario two

A client wishing to have a full scheme review with the full practitioner service.

Initial Fees	Full Scheme Review	£600	
	Full Practitioner Service	£950	
	TOTAL INITIAL FEES		£1,550
Ongoing Fees	Full Practitioner Service	£850	
	TOTAL ONGOING FEES		£850

scenario three

A client wishing to have a full scheme review, assistance with a pension scheme return, then followed by the Scheme Monitoring Service.

Initial Fees	Full Scheme Review	£600	
	Pension Scheme Return	£250	
	TOTAL INITIAL FEES		£850
Ongoing Fees	Scheme Monitoring	£350	
	TOTAL ONGOING FEES		£350

scenario four

A client wishing to have updated scheme documentation together with an annual monitoring service.

Initial Fees	Provision of Scheme Documentation	£450	
	Scheme Monitoring	£350	
	TOTAL INITIAL FEES		£800
Ongoing Fees	Scheme Monitoring	£350	
	TOTAL ONGOING FEES		£350

scenario five

A client looking have a full scheme review, annual assistance with pension scheme returns, and an annual service providing a review and statutory illustration of pensioners' funds.

Initial Fees	Full Scheme Review	£600	
	Pension Scheme Return	£250	
	Pension Regulator Return	£150	
	Pension Reviews (3 hours)	£450	
	TOTAL INITIAL FEES		£1,450
Ongoing Fees	Pension Scheme Return	£250	
	Pension Regulator Return	£150	
	Pension Reviews (3 hours)	£450	
	TOTAL ONGOING FEES		£850

scenario six

A client looking to establish their own registered pension scheme with full ongoing support.

Initial Fees	Establish Scheme	£750	
	Full Practitioner Service	£950	
	TOTAL INITIAL FEES		£1,700
Ongoing Fees	Full Practitioner Service	£950	
	TOTAL ONGOING FEES		£950

fee terms and conditions

1. All fees are subject to Value Added Tax (VAT).

2. Fees are due for settlement 14 days from the date of the invoice. Odyssey Pensions Limited reserves the right to charge additional interest at a rate of 5% above the Bank of England Base Rate. Where fees remain outstanding for more than 90 days legal costs will be incurred which will also be charged to the Scheme.

3. The Scheme Members and/or Sponsoring Employer will be jointly and severally liable for all fees charged.

4. Annual fees are due in advance unless otherwise stated. Where services are to be terminated no pro-rata refunds will be made.

5. Where transactions become protracted or are more complex than the work typically involved in a standard transaction, Odyssey Pensions Limited reserves the right to increase the fees noted on this fee schedule. It will not always be possible to confirm this in advance.

6. A proportionate fee will be charged for any work undertaken on an aborted or pending transaction.

7. The scenarios detailed in this document are for illustrative purposes only. Actual costs will vary depending on the nature of a Scheme and the transactions undertaken.

8. Odyssey Pensions Limited reserves the right to vary the fees and terms detailed in this document, subject to 30 days' notice.