Equity Pension Scheme and Musicians' Union Pension Scheme

Pension and Automatic Enrolment (AE) · https://paiyroll.com/kb/equity-pension-scheme-and-musicians-union-pension-scheme/

Follow this guide to use the Chester Rose Financial Planning (formerly Hencilla Canworth) Equity Pension or Musicians' Union Pension Schemes.

Scheme

As Aviva is the product provider, you should add the schemes using Aviva. Only the key settings are listed below. Either use the default values for the other settings or Set up a pension scheme guide for full details.

- Setup > Schemes > Add... > Group:Scheme > Template: Pension scheme >
- Name & Description: Equity Pension Scheme or MU Pension Scheme
- Scheme: GB Aviva Pension
- Name: Equity Pension Scheme or MU Pension Scheme
- Reference: Your reference or TK123456
- Type: Relief at Source (RAS)
- PRP (Pay Reference Period) Alignment: Usually calendar
- Company contribution: Enter %
- Group: Actors or Musicians
- Contribution basis: Unbanded Pensionable Earnings (PE)

If you are using both Equity and MU schemes, you will need 2 schemes in total.

Reports

As the schemes are based on Aviva, you can either use

1. A single PAPDIS 1.1 combined file (recommended)
2. Aviva My Business contribution and Aviva My Business member

Steps:

- Setup > Report Definitions > Add... > Group: Pension > Template: GB PAPDIS 11
- Name & Description: Equity Pension Scheme or MU PAPDIS 11
- Schemes : you must select Equity or MU scheme for this report
- Add

If you are using both Equity and MU schemes, you will need 2 PAPDIS reports or 4 Aviva My business reports.

Pay Item

Pay Item Editor > Add the AE Pay item and select the Equitry or MU scheme

Enter the worker %, Reference

If the worker is already enrolled in a scheme, then enter a migrated status of auto-enrolled and a migrated date in the past.

Employee