

Mouchel Limited

## HBS Discretionary Policy Statement in respect of the Local Government Pension Scheme

This policy statement is issued in accordance with the regulations under the Local Government Pension Scheme.

If you have any queries concerning this statement please contact the Group Pensions Manager, Mouchel Ltd, Export House, Cawsey Road, Woking, Surrey GU21 6QX or email [pensions@mouchel.com](mailto:pensions@mouchel.com)

### **Discretionary Policies**

#### **1) Power to increase total membership of an active member (Benefits Regulation 12)**

Mouchel will only award discretionary added years service with the prior approval of the HR Director and the Group Pensions Manager.

Requests will only be considered where there is a clear financial or operational advantage with all costs being met by Mouchel.

#### **2) Power to award additional pension (Benefits Regulation 13)**

A member will only be provided with additional pension with the prior approval of the HR Director and the Group Pensions Manager.

Requests will only be considered where there is a clear financial or operational advantage with all costs being met by Mouchel.

#### **3) Flexible Retirement at or after age 50 (Benefits Regulation 18)**

a) To receive benefits reduced for early payment  
Mouchel will only approve applications for members to receive their benefits whilst continuing in employment with the prior approval of the HR Director and the Group Pensions Manager.

b) To receive benefits with no actuarial reduction  
Mouchel will only approve applications for members to receive their benefits with no actuarial reduction applied whilst continuing in employment with the prior approval of the HR Director and the Group Pensions Manager.

Requests under a) or b) will only be considered where there is a clear financial or operational advantage with all costs being met by Mouchel.

#### **4) Early Payment of Retirement Benefits – at member's request (Benefits Regulation 30(2))**

Requests from members to bring their benefits into payment before age 60 will only be granted with the consent of the HR Director and the Group Pensions Manager.

Requests will only be considered where there is a clear financial or operational advantage with all costs being met by Mouchel.

**5) Early Payment of Retirement Benefits – on compassionate grounds with no actuarial reduction  
(Benefits Regulation 30(5))**

Requests from members to bring their benefits into payment with no actuarial reduction applied will only be granted with the consent of the HR Director and the Group Pensions Manager.

Requests will only be considered where there is a clear financial or operational advantage with all costs being met by Mouchel.

**6) Inward Transfers of Pension Rights  
(Regulation 83(8))**

Mouchel will **not** extend the 12 month period commencing from the date the member became an active member allowing the member to transfer previous pension rights into the LGPS.

The only exception to this being where the delay is beyond the member's control.

**7) Set up a Shared Cost Additional Voluntary Contributions (SCAVC) Scheme**

Mouchel has decided not to establish SCAVC arrangements.

**8) Extending the time limit for members to pay contributions following a period of absence  
(Regulation 22)**

Mouchel will only extend the period beyond 30 days where the member wishes to pay the missing contributions for a period of absence in circumstances where the delay is beyond the member's control or in exceptional circumstances.

**9) Recovery or retention where former member has misconduct obligation  
(Regulation 74)**

Where a member ceases employment in consequence of a criminal, negligence or fraudulent act Mouchel will consider each case separately whether they wish to consider recovering the monies from the LGPS.

Where necessary Mouchel will review each case on an individual basis.

August 2009