SCHEDULE

Civil sanctions

PART 2

Variable monetary penalties

Imposition of a variable monetary penalty

- 11.—(1) The regulator may by notice impose a monetary penalty on a person requiring that person to pay such amount to the regulator as the regulator may determine ("variable monetary penalty") in relation to an offence under section 34D(3) of the 1990 Act.
- (2) Before doing so, the regulator must be satisfied beyond reasonable doubt that the person has committed the offence.
 - (3) Where a variable monetary penalty is imposed in relation to an offence that is—
 - (a) triable summarily only, and
 - (b) punishable on summary conviction by a fine (whether or not it is also punishable by a term of imprisonment),

the amount of the variable monetary penalty must not exceed the maximum amount (if any) of that fine.

(4) Before serving a notice relating to a variable monetary penalty on a person, the regulator may require the person to provide such information as is reasonable for the purpose of establishing the amount of any financial benefit arising as a result of the offence.

Notice of intent

- **12.**—(1) Where the regulator proposes to impose a variable monetary penalty on a person, the regulator must serve on that person a notice of what is proposed ("notice of intent").
 - (2) The notice of intent must include—
 - (a) the grounds for the proposal to impose the penalty;
 - (b) the amount of the penalty;
 - (c) information as to—
 - (i) the right to make representations and objections within 28 days beginning with the day on which the notice of intent was received;
 - (ii) the circumstances in which the regulator must not impose the penalty (including any defences to the offence in relation to which the notice is served).

Making representations and objections

13. A person on whom a notice of intent is served may, within 28 days beginning with the day on which the notice was received, make written representations and objections to the regulator in relation to the proposed imposition of the variable monetary penalty.

Third party undertakings

- **14.**—(1) A person on whom a notice of intent is served may offer an undertaking as to action to be taken by that person (including the payment of a sum of money) to benefit any person affected by the offence ("third party undertaking").
 - (2) The regulator must accept or reject a third party undertaking.

Service of final notice

- 15.—(1) At the end of the period for making representations and objections, the regulator must decide whether to impose the variable monetary penalty in the notice of intent, with or without modifications.
 - (2) The regulator must take into account any third party undertaking that it accepts in deciding—
 - (a) whether or not to serve a final notice, and
 - (b) the amount of any variable monetary penalty it imposes.
- (3) Where the regulator decides to impose a variable monetary penalty, the regulator must serve a notice imposing it ("final notice") that complies with paragraph 16.
- (4) The regulator must not serve a final notice on a person where the regulator is satisfied that the person would not, by reason of any defence, be liable to be convicted of the offence to which the notice relates.

Contents of final notice

- **16.** A final notice must include information as to—
 - (a) the grounds for imposing the penalty,
 - (b) the amount of the penalty,
 - (c) how payment may be made,
 - (d) the period within which payment must be made, which must be not less than 28 days,
 - (e) rights of appeal, and
 - (f) the consequences of non-payment.

Appeals against a final notice

- 17.—(1) The person receiving a final notice may appeal against it.
- (2) The grounds for appeal are—
 - (a) that the decision was based on an error of fact;
 - (b) that the decision was wrong in law;
 - (c) that the amount of the penalty is unreasonable;
 - (d) that the decision was unreasonable for any other reason;
 - (e) any other similar reason.

Criminal proceedings

- **18.**—(1) If—
 - (a) a variable monetary penalty is imposed on any person, or
 - (b) a third party undertaking is accepted from any person,

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that person must not at any time be convicted of the offence in respect of the act or omission giving rise to the variable monetary penalty or third party undertaking except in a case referred to in subparagraph (2).

- (2) The case referred to in sub-paragraph (1) is a case where—
 - (a) a third party undertaking is accepted from a person,
 - (b) no variable monetary penalty is imposed on that person, and
 - (c) that person fails to comply with the third party undertaking.
- (3) Criminal proceedings for offences triable summarily to which a third party undertaking in sub-paragraph (2) relates may be instituted at any time up to six months from the date when the regulator notifies the person that the person has failed to comply with that undertaking.