

PENSION FUND COMMITTEE – 2 SEPTEMBER 2011

WRITE OFFS

Report by Assistant Chief Executive and Chief Finance Officer

Introduction

1. In November 2007 a change was made to the Scheme of Financial Delegations to allow write offs, under £7,500, chargeable to the pension fund to be approved by the Service Manager (Pensions, Insurance and Money Management) acting as Director and the Acting Head of Finance (Corporate Finance) acting as s151 Officer. Under the Scheme of Financial Delegation, such write offs need to be reported to this Committee for information.
2. For debts between £7,500 and £10,000 chargeable to the pension fund approval would need to be sought from the Assistant Chief Executive and Chief Finance Officer. These write offs will also need to be reported to this Committee for information.
3. Debts in excess of £10,000 would require approval of Pension Fund Committee

Current Cases

4. The Service Manager (Pensions, Insurance and Money Management) / Acting Head of Finance (Customer Services) and (Corporate Finance) have approved the write off of £263.81, chargeable to the pension fund in respect of eight cases.
5. In all cases the member had died resulting in a small over payment of pension, which could not be recovered. The smallest amount was £1.21 and the highest amount was £131.84. In this latter case we failed to make a minor modification to an individual's pension in 2006 at the point they reached state pension age, and did not discover the error until after their death in April 2011. Although the Member had been informed of the need for modification on his initial ill-health retirement in 1982, there was clearly a case that the overpayment arose through poor administration and it would not be appropriate to pursue it from the Members widow.

6. RECOMMENDATION

The Pension Fund Committee is RECOMMENDED to note this report

Sue Scane
Assistant Chief Executive and Chief Finance Officer

Background papers: Nil
Contact Officer: Sean Collins
August 2011