

TONBRIDGE & MALLING BOROUGH COUNCIL

PENSION SCHEME DISCRETIONS POLICY

1. If a scheme member wishes to aggregate the most recent of their periods of previous scheme membership with their current membership, it is T&MBC's policy that the election to do so must be made within 12 months of the Pension Section being notified that they have become an active member of the Kent scheme. The Central Services Director in consultation with the Director of Finance may extend this time limit if the scheme member can demonstrate exceptional circumstances so as to justify this. (Admin Regs 2007 16(4)(ii))
2. Scheme members who have the option to pay contributions in respect of a period of unpaid absence must do so within 30 days of the date of the notice issued to them. The Central Services Director in consultation with the Director of Finance may extend this time limit if the scheme member can demonstrate exceptional circumstances so as to justify this. (Admin Regs 2007 22(2))
3. It is not T&MBC's policy to operate a shared cost AVC scheme for employees. (Admin Regs 2007 25(3))
4. If a scheme member wishes to transfer any pension benefits they have built up in other schemes to the Local Government Pension Scheme, it is T&MBC's policy that election to do so must be made within 12 months of the Pension Section being notified that they have become a member of the Kent scheme. The Central Services Director in consultation with the Director of Finance may extend this time limit if the scheme member can demonstrate exceptional circumstances so as to justify this. (Admin Regs 2007 83(8))
5. Where a scheme member's pensionable pay consists of fees, it is the policy of T&MBC that, if this produced a higher figure, an average of all such fees for any 3 consecutive years ending 31 March within the period of 10 years ending with the last date of active membership may be used in the calculation of benefits. (BMC Regs 2007 11(2))
6. It is T&MBC's general policy only to grant additional pension scheme membership to scheme members under this regulation where there is a proven total benefit to the organisation which includes any costs that might be borne by the Authority. Any such granting of extra scheme membership needs to be agreed between the Personnel Manager and the relevant Chief Officer, subject to consultation with the Management Team and Chairmen of the General Purposes Committee and the Cabinet Portfolio holder for Finance and Property. Additional scheme membership will not be granted in respect of pre April 1972 service, which at the point of retirement has not yet been up-rated. (BMC Regs 2007 12)

7. It is not T&MBC's general policy to grant additional pension to scheme members under this regulation. Any exceptional cases that were of overall benefit to the authority would require the agreement of the Central Services Director in consultation with the Director of Finance. (BMC Regs 2007 13)
8. It is not the policy of T&MBC in respect to the flexible retirement provisions of the Regulations to release all or part of the benefits of a scheme member unless consent has been given in accordance with T&MBC's Flexible Retirement Policy. (BMC Regs 18(1))
9. If consent has been given under Regulation 18(1), it is not T&MBC's policy to waive, in whole or part, any actuarial reduction to the scheme members' benefits. (BMC Regs 2007 18(3))
10. It is not the policy of T&MBC to give consent under this regulation to the immediate payment of benefits to a scheme member who voluntarily retires unless there is a demonstrable benefit to the organisation which would take full account of any extra costs to be borne by the authority. Any such consent shall be agreed by the Central Services Director in consultation with the Director of Finance. (BMC Regs 2007 30 (2))
11. Where a scheme member has previously been awarded a preserved benefit, it is not generally the policy of T&MBC to give consent under this regulation to the early payment of benefits. However each request will be considered and full account taken of any costs to be borne by the authority. Any consent shall be agreed by the Central Services Director in consultation with the Director of Finance. (BMC Regs 2007)
12. Where a request has been made for the early payment of benefits for compassionate reasons, full consideration must be given to all the circumstances. Payment may only be made after agreement by the Central Services Director in consultation with the Director of Finance. T&MBC will be responsible for any additional costs deriving from the decision to release benefits prematurely in compassionate circumstances. (BMC Regs (30(5)))

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