

**Lancashire County Pension Fund
Payment of Death Grants - Procedure**

The following procedures shall apply in relation to the payment of death grants:

General

Save for 2 below, the payment of death grants under the Local Government Pension Scheme Regulations shall be delegated to the County Treasurer who will further delegate this responsibility to the Head of Your Pension Service.

Determination of beneficiary and payment of grant

1. To determine the beneficiary where the death grant does not exceed £100,000 and either:
 - There is a valid nomination held on record;
 - The deceased is survived by a next of kin;
 - A nominated co-habiting or civil partner's pension is being paid;
 - Payment is to be made to the Estate; or
 - There are no valid beneficiaries and payment is to be made to the Duchy of Lancaster.
2. If paragraph 1. above does not apply or there are exceptional circumstances, the decision regarding payment of the death grant will be made by the County Treasurer as Treasurer to the Lancashire County Pension Fund, taking advice as appropriate..

Payment of Death Grant to a Young Adult Dependent or a Child Dependent

3. Where the death grant payable to an individual is £25,000 or greater the death grant will be paid into a child's trust fund which will be payable:
 - a. On the child attaining age 25; or
 - b. On application under the terms of the Trust Deed, the Family Trustees may jointly agree with the Independent Trustee (if applicable), that a part of the child's trust fund shall be payable before the age of 25.
4. Where the death grant payable to an individual is under £25,000 and greater than £5,000 the death grant will be paid into a child's trust fund which will be payable:
 - a. On the child attaining age 18; or

- b. On application under the terms of the Trust Deed part of the child's trust fund shall be payable before the age of 18; and
5. Where the death grant payable to an individual is under £5,000 the death grant will be paid:
 - a. If the child is under age 16, to the child's parent / guardian for the benefit of the child; or
 - b. If the child has attained age 16, to the child.

Payment of death grants without letters of representation

6. Where a pension scheme member dies and payments due from the Pension Fund do not exceed the Administration of Estates (Small Payments) Act:
 - If a spouse, nominated co-habiting or civil partner's pension is being paid there are no further documentation requirements;
 - In all other instances a form of indemnity or letters of representation must be satisfactorily completed or produced before any payments can be made to the estate.