

Rosamund Riley

From: Linda Haigh
Sent: 08 November 2006 15:19
To: Martin Harvey
Cc: Rosamund Riley
Subject: ET payments

Dear Martin,

I have got a few concerns that I would like to bring to your attention:

- Usually when the RegPay gets increased the percentage is applied to the individual amounts that are set to count RegPay based on personal circumstances, if circumstances change, do we increase or decrease and on what basis
- We need to avoid the inconsistency and mess to follow.
- How are we going to count RegPay in years to follow?
- What guidance are we going to use to establish the amount to give?
- What do we require to process grant (document, process, authorisation)?
- What do we do to prevent fraud?

Point. 2. There is no grant that would run forever! Every grant should be reviewed (especially trustee grants). See reg. 5074A. For a grant we need receipts, as it is Complimentary Therapy the registrant or the Case Worker should have provided us with receipts.

Point. 3. SD should have notified us about 5092 receiving the Income Support as now he will have to be back dated.

The reg. 5007 was supposed to be reviewed in Oct06 regarding benefits. The Case Worker has not informed us of anything leaving us ...

SD should have approach the Finance Department about when the payments can be changed not just assume and rush as there are areas that need to be looked at.

SD is a contractor, contractors do resign same as staff leaves, how are we going to continue than.

Martin, I know you are very busy, but may be we should spent some time on ET for change as it is so small it will not take long. At the moment the grant system has no system, no guidance, no direction.

I am sorry to burden you with yet another problem, but I find this quite important issue to be put to your attention.

Kind Regards

Linda Haigh
Finance Manager
Macfarlane Trust
Direct Line: GRO-C

09/11/2006

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