

Policy Circular

Document No 26/07

Owner: Corporate Affairs Team

Subject: Legal Costs

Version: 4 of 4

Last Amended: 22 February 2012

Date Reviewed: 10 June 2010

Next Review: May 2012

1.0 Background

There are some circumstances where a user will notify the fund that they have sought legal advice relating to their responsibilities and liabilities as an employer and have therefore incurred legal costs.

Advice may have been sought regarding issues such as redundancy, an employment tribunal, PA injury, contracts etc.

2.0 Policy

The ILF may consider paying for legal costs incurred that relate directly to the users role as an employer. The decision to pay such costs may only be made by the ILF Senior Management Panel (SMP) and all requests will be considered in line with the current financial position. The decision to agree to pay for such costs may be affected if the user has obtained an Employers Liability Insurance (ELI) policy that offers to cover legal costs.

Independent Living Fund

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The Independent Living Fund is an Executive Non-Departmental Public Body of the Department for Work and Pensions

3.0 Procedure

Where a request is made for the ILF to pay for legal costs information should be obtained and a referral made to Trustees in the normal way. Facts should be obtained about any ELI policy that the user may hold so an assessment can be made as to whether the requested costs should be paid for under the terms of the policy.

4.0 Source

Trustees meeting September 2006
Trustees meeting October 2008
Trustees meeting 9 June 2010

5.0 Cross References

Referral form and template guidance document-Operations folder
Employers Liability Insurance Policy

6.0 History Date Reviewed

8 October 2008
10 June 2010
25 January 2012 (Review date amended from June 2012)
22 February 2012