



Police Staff Pension Forfeiture

Applying for a pension forfeiture certificate

This is intended for use by the relevant Pension Supervising Authority (PSA) for police staff in England and Wales and should be read in conjunction with the relevant Local Government Pension Regulations*. Any queries should be directed to LGPensions@levellingup.gov.uk.



Application must be made by the former Pension Scheme Employer



Apply to be able to forfeit a police staff member's pension after a conviction



Recover public funds following a conviction and regain public trust



Application must be made within 3 months of conviction

1. Criminal Conviction

Police staff member is convicted of a criminal offence which has caused them to leave their employment.



Tip: This can be any criminal offence

2. Employer Assessment

Scheme Employer assesses that the conviction is in connection with the police staff member's employment and submits an application to DLUHC within 3 months of conviction.



Tip: Any application received after 3 months from conviction is invalidated under the Pension Regulations

3. Submit to DLUHC

Scheme Employer emails a full case summary to:
LGPensions@levellingup.gov.uk



Tip: Be detailed and include sentencing remarks, rationale for step 2 and pension scheme details

4. DLUHC Review

DLUHC will review and process the application before seeking a decision from the Secretary of State.



Tip: This can take some time – alert DLUHC of any time pressures

5. Certificate

Secretary of State will consider if the offence was:
a) gravely injurious to the interests of the State, or
b) liable to lead to a serious loss of confidence in the public service.

If so, they will issue the former Scheme Employer with a certificate.

6. Scheme Employer Decision

The Scheme Employer must then decide whether to forfeit the staff member's pension and to what extent. It is helpful if this information is shared with DLUHC to keep note of.