

Trust Board Briefing Paper	
Reference Number:	TB159/20/O
Date of Meeting:	22nd August 2024
Presenting Director:	Owen Harkin, Director of Finance and Estates/Deputy Chief Executive
Subject:	Write-off of Losses
Purpose:	For noting
Background:	Board Noting
For Trust Board Noting. Three instances of salary overpayment. Department of Health (DOH) approval over £1,000 already obtained. 1. Write off: Overpayment of Salary as a result of submission of incorrect timesheet. Value of £1,383.44, which exceeds Trust delegated limit of £1,000. DOH approval obtained 11th July 2024. 2. Write Off: Overpayment of Salary as a result of late leaver notification. Value of £5,203.66, which exceeds Trust delegated limit of £1,000. DOH approval obtained 11th July 2024. 3. Write Off: Overpayment of Salary as a result of regrading error. Value of £1,280.57, which exceeds Trust delegated limit of £1,000. DOH approval obtained 11th July 2024.	