

Policy Circular

Document No 02/10

Owner: Corporate Affairs Team

Subject: Increase Requests

Version: 3 of 3

Last Amended: September 2011

Date Reviewed: September 2011

Please note: The ILF is closed to new applications.

1.0 Background

1.1 The ILF is no longer open to new applications our priority is to maintain the support that is currently provided by the Fund to existing users. The intended purpose of maintaining user's awards is to enable individuals to continue to live independently within their own communities.

2.0 Policy

2.1 The ILF will seek to maintain the level of support that was agreed with users at the time that we closed to new applications June 2010. This is subject to there being no significant change in support needs or financial circumstance.

2.2 We will not normally increase the level of support that is currently met. The expectation is that where a person's support needs increase the additional support required will need to be met from other sources such as local authority provision.

Independent Living Fund

Equinox House, Island Business Quarter, City Link, Nottingham NG2 4LA

Tel: 0845 601 8815 or 0115 945 0700, Fax: 0115 945 0945, Textphone: 0845 601 8816

Email: funds@ilf.org.uk, Website: www.dwp.gov.uk/ilf

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

- 2.3 Provided that funding is used towards qualifying support and services user's can meet their support in a flexible manner within the limits of their assessed annual award (see Qualifying Support and Services policy).
- 2.4 Where a local authority charge has increased the ILF is not able to offset the increase in the charge. The ILF will continue to offset any local authority charge that existed prior to 20 August 2010

3.0 Reviews

- 3.1 At the two yearly review the ILF will assess the user's payments to ensure that they continue to adequately meet the user's previously assessed support needs. Where the funding is no longer sufficient to maintain the user's support the assessor may recommend a revision to funding.
- 3.2 The ILF will not normally review outside the two-yearly programme unless there has been a significant change in circumstance that is likely to have had a major impact on the support needs of the user, such as moving from a family home to live independently.

4.0 Additional Costs that the ILF may meet.

- 4.1 The Trustees of the ILF wish to continue to ensure that users are able to meet their statutory obligations as employers and that users are supported to manage their financial and legal responsibilities. Where required the Fund may make additional payments to ensure that the following costs are met:
- Payroll;
 - Financial management;
 - Bank Holidays;
 - CRB checks;
 - Employer's liability Insurance;
 - H&S training;
 - Legal fees;
 - NI contributions;
 - Statutory Holiday pay;

- Termination of employment costs;
- Task training;
- Statutory sick pay;
- National Minimum Wage;
- Advertising costs

4.0 Source

Trustees 14.04.2010

SMB 29.04.2010

Trustees 12.05.2010

Trustees 9 June 2010

Trustees 20 July 2011

5.0 Cross References

Backdating Policy

Local Authority Threshold Sum policy

Maintaining Local Authority Input Policy

6.0 History Date Reviewed

10 June 2010

August 2011