

## *Policy Circular*

### Document No 22/07

**Owner:** Strategy & Communications Directorate

**Subject:** Run Off Payments (Group 3)

**Version:** 4 of 4

**Last Amended:** 10 June 2010

**Date Reviewed:** 10 June 2010

**Next Review:** June 2012

### 1.0 Background

The 2006 Deed creates 5 groups of candidates. Group 3 candidates are those who were formerly Group 1 (former Extension Fund) or Group 2 (former 93 Fund and new applicants) or Group 4 (DLA Appeals) but ceased to be eligible to receive ILF funding.

Any payment made to a group 3 candidate is referred to in this policy as a run off payment.

### 2.0 Policy

The ILF will normally make run off payments as outlined in policy: 'Change or Termination of Employment Costs'. Any other type of run off payment will not normally be made.

Where a user, their representative or another third party (where a user is deceased), demonstrates that there are exceptional reasons why a run off payment which does not fall within the Change or Termination of Employment Costs policy is needed, a referral can be made to the User Personal Cases Committee for consideration.

#### 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](mailto:funds@ilf.org.uk), Website: [www.dwp.gov.uk/ilf](http://www.dwp.gov.uk/ilf)

Run off payments can be made to Group 3 candidates for a period not exceeding 12 weeks from the date they ceased to be eligible in Groups 1 or 2 or 4. Only one run off payment can be made in respect of any case.

A run off payment does not include costs that were incurred prior to a user becoming ineligible. If there are any outstanding Qualifying Support and Services (QSS) costs or on costs associated with these that were incurred prior to the user becoming ineligible, these should be paid as normal.

### **3.0 Source**

Trustees' Meeting 11 July 2007  
Independent Living Fund 2006 Trust Deed  
Trustees' meeting 13 February 2008, 12 March 2008  
Trustees Meeting 9 June 2010

### **4.0 Cross References**

Change or Termination of Employment Costs policy

### **5.0 History Date Reviewed**

19 June 2008  
3 July 2009  
10 June 2010

# Equality Impact Assessment

## Screening Template

This preliminary impact assessment form is to help you screen your policy, project, function or new service. It should help you consider whether a full Equality Impact Assessment is required by looking at whether there is a potential negative or positive impact on any of the equality groups, if there is an opportunity to promote equality, and whether further data is needed.

**Title of policy, project, function or service:**

Run Off Payments

**Short description of aims and objectives**

The Trust deed gives Trustees the power to pay up to 12 weeks of the award once a user loses their eligibility. The policy outlines in what scenarios trustees will agree to such payments being made

**Thinking about each group below, does (or could) the policy, project, service or function have an impact on members of each equality group? If so, how?**

Equality Group	Yes – negatively	Yes – positively	Unclear	No impact
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Socio-economic groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## What information or research has been considered in judging these impacts?

See below

You should consider a full Equality Impact Assessment (EIA) if:

- (a) you feel one or more equality groups will be negatively impacted by the policy, project or service, or
- (b) there is an opportunity to promote equality and eradicate discrimination.

You may also consider further research if it is unclear, at this stage, what the impact may be.

### Based on your findings, is a full EIA required?

Yes  No

### Please provide a short summary of your decision-making below:

The main body of run off payments will be covered under the 'Changes or Termination of Employment Costs' policy. This policy therefore deals with any scenario where a user might want payment above 4 weeks of general notice when they lose eligibility, and that payment is not in relation to bringing an employment to an end or significantly changing the terms. The policy states we will not normally pay in circumstance outside the above mentioned policy. The circumstances that are therefore covered by this policy appear to be:

- Users who have agency care and want or have to pay more than 4 weeks notice
- Users who become ineligible but are not making any carers redundant

Neither of these scenarios impact on a particular group of people

**Notes:**

- The completed EIA Screening Template should be sent to Jon Duckworth, User Liaison Manager for approval by the Equality Impact Assessment Board (EIAB).
- We will contact you with any comments or queries about the completed form.

**This form was completed by:**

Joanna Mora