



Response to Request for Information

Reference FOI 121577
Date 14 December 2015

Independent Living Fund

Request:

Under the Freedom of Information Act, I would like to know the following please:

1. How many Independent Living Fund (ILF) recipients live in your borough?
Prior to 30th June 2015 when the fund closed, there were 76 recipients of the ILF in Wolverhampton
2. Did you ring fence the funding you received from the Government to cover ILF payments between July 2015 and March 2016? (If so, please specify if to ILF users or to adult social care.)
No formal decision to ring fence taken but the funding is intended to be used for related ILF clients.
3. How many ILF reassessments have you completed? (If not yet completed, when do you expect this to be finished?)
76 assessments were completed by 30th June 2015.
4. Out of those which have been reassessed, please specify, in numerical terms, what has happened to their care package (i.e. how many have seen theirs reduced, increased or remaining the same?).
41 care packages were reduced, 35 increased.
5. If there has been a reduction or an increase, please specify whether this is due to the ILF component or another funding stream.
All recipients of the ILF had their needs re-assessed between April 2015 and June 2015 within The Care Act 2014 eligibility criteria. The needs that were subsequently identified and services then provided was based upon that assessment process and support needs and the outcomes that needed to be achieved, not upon the funding stream.
6. Please also include (as a percentage) the level of change seen in care packages that have been reduced or increased.
*Reduction of between 0 and 20% = 30
Reduction of between 21 and 40% = 7
Reduction of between 41 and 50% = 0
Reduction of over 50% = 3
Stayed same = 1*

Increase of between 0 and 20% = 28
Increase of between 21% and 40% = 6
Increase of between 41% and 50% = 0
Increase of over 50% = 1

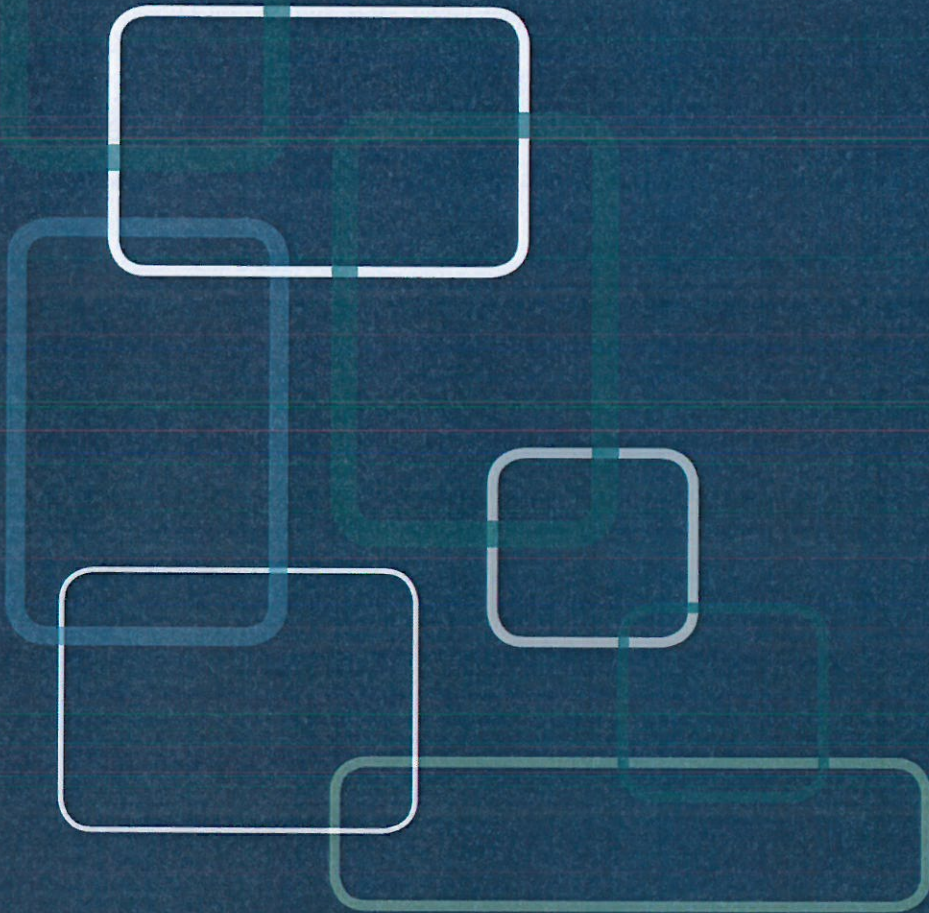
7. How much money do you plan to budget to cover ILF payments in 2015/2016?
£660,000
8. Where will this funding come from? (I.e. will central Government devolve any more funds to cover this/will you be expected to fund it from your existing budget? If the latter, which part of the budget is it coming from?)
All coming from the ILF grant from Central Government.
9. Please send all letters, emails and memos you have received from central Government/ILF about the closure and devolution of the ILF. (If this request is too broad, please give me the longest time period as possible that complies with the cost limit.)
Documentation listed below.



Independent
Living Fund

Thinking about your future care

Guidance on how to complete the
alignment questions





Thinking about your future care

Please read this guidance booklet before you complete the alignments form. It explains each of the questions and gives you some helpful tips on the things to think about before filling in the form.

Once we have your answers we will add them onto your **support plan** and we will then send you a new copy.

If you are an award manager, please remember that you are answering these questions from the ILF users point of view and not your own.

What the words mean

Every time you see a word written in **blue** we have explained on page 10 what the word means.



Question one – how do you get your support

- A Do you get some or all of your money from the local authority/trust as a **direct payment**?
- B Would you like to get your money as a **direct payment** after the ILF has closed?
- C How would you like to get your support in the future and what do you need to do?

Helpful tip -

- *You may already have a direct payment and would like to have all your support in this way – this means you can buy your own support. Or you may prefer your local authority to give you your support as a service. This could be things like them paying for you to go to a day service or respite residential care. Or you may want a mixture of both.*
- D What help do you need and who is going to help you?

Helpful tip -

- *You may need to contact your local authority or trust to find out if they have any rules about who you can employ.*
- *You might want to contact your local self help team or **advocacy** group or carers association.*



Question two – who would you like to support you?

A Who would you like to provide your paid support?

You need to think about who you would like to pay to support you.

Helpful tip -

- *You may want to carry on using the personal assistants you already have or use the same agency as you do now.*
- *You may want to continue going to a day centre or social club or you may want to start employing your own personal assistant and become an employer.*

B What do you need to do to prepare for this?

Helpful tip -

- *Have you asked the people if they are OK to carry on providing you with the support you need?*
- *Does the agency you use need to be registered with the local authority?*
- *Is your current hourly rate acceptable to your local authority or would you need to contact other agencies to find out how much they charge.*



C What help do you need to organise your paid support and who is going to help you?

Helpful tip -

- *Do you need the telephone numbers of other agencies?*
- *Could your local community volunteer service (CVS) help you with finding an **advocacy** group.*
- *Do you need help accessing information on a website.*



Question three – who will manage the funding of your support?

A Who do you want to manage your funding?

This question is about who you would like to manage the money side of your support. Such as who will arrange to pay your personal assistant's national insurance.

B What do you need to do to prepare for this?

You need to think if there is anything you need to do to make sure you can have the end result you want.

Helpful tip -

- *If you use a payroll company or an agency, you need to check with your local authority that what you want to do is okay with them and within their rules.*
- *If you live in Scotland you may need to have a financial guardianship in place before the ILF closes.*



C What assistance do you need to organise the funding and who will help you?

You need to think about how you are going to achieve what you want and if you need any help.

Helpful tip -

- *You or the person helping you will need to make sure you have enough money in your bank account to pay your care bills.*
- *You or the person helping you will need to make sure that any employer responsibilities are met such as paying tax and national insurance if you employ your own personal assistant.*
- *Do you need someone to help you with the paperwork or invoices?*
- *If you need any help, do you know someone who can help you?*

D If you are going to manage your funding with help from somebody else (not a ‘third party’) we would like to know what kind of help they will give you.

We would like to know if, for example, a member of your family will support you to pay your personal assistants or if a friend will help you to keep your records up to date.



E Do you employ a payroll company?

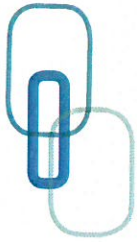
If you currently use a payroll company, we need to know their name, address and contact details.

F Other things I need to make my support happen (including management of care, not just management of money)

If you do manage your own funding with or without help, what other things are important to make sure you get the outcomes you want.

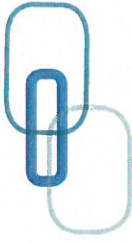
For example –

- *Do you know where you can get independent advice from?*
- *Do you need to make sure that your local authority will carry out an assessment so that you know what funding you are going to get once the ILF has closed?*
- *Are you clear about how to manage a direct payment?*
- *Is someone going to help you organise your care arrangements and make arrangements to cover for any sickness or holidays that your normal personal assistants have*
- *Do you need to recruit different personal assistants?*



G Do you know about **advocacy** help in your area?

If you do, please can you tell us their name, address and contact details.



What the words mean

Every time you see a word written in **blue** we have explained here what it means.

Advocacy

An advocacy will help you to get the care and support you need that is independent of your local authority/trust. An advocate can help you find services, make sure correct procedures are followed and challenge decisions made by local authorities or other organisations.

Direct payment

A direct payment is money that is paid to you (or someone acting on your behalf) on a regular basis by your local authority or trust so you can arrange your own support.

Payroll company

A payroll company is an agency that you have asked to handle your money and pay your care bills on your behalf.

Support plan

A support plan is a plan of how you want to spend your personal budget to get the life you want. It shows you the outcomes you hope to achieve and how the money will be used to make it happen.

Contact us

Tel: 0845 601 8815 or 0115 9450 700

Fax: 0115 945 0945

Textphone: 0845 601 8816

Email: funds@ilf.gsi.gov.uk

Web: www.dwp.gov.uk/ilf

Address: Equinox House
Island Business Quarter
City Link
Nottingham
NG2 4LA



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Alignment questions

Please read the guidance booklet we sent you before you complete this form. You can complete it by yourself, or you can ask somebody to help you.

Question one - how do you get your support?

- A. Do you currently get some or all of your money from your local authority/trust as a direct payment? *(Please tick one of the boxes)*

Yes

No

- B. Would you like to get your money as a direct payment in the future?
(Please tick one of the boxes)

Yes

No

- C. How would you like to get your support in the future and what do you need to do to make that happen?

- D. What help do you need and who is going to help you?

Question two - who would you like to support you?

A. Who would you like to provide your paid support?



B. What do you need to do to prepare for this?



C. What help do you need to organise your paid support and who is going to help you?



Question three - who will manage the funding of your support?

- A. Who do you want to manage your funding?
(Please tick one of the boxes)

I want to manage it

I want to manage it with support

I want it to be managed by a third party

I want my local authority to manage it

If you want your funding to be managed by a third party, please give us their full contact details below.

Name:

Address:

Contact number:

Email address:

- B. What do you need to do to prepare for this?

- C. What assistance do you need to organise the funding and who will help you?

- D. If you are going to manage your funding with help from somebody else (not a 'third party') please give us more details below

E. Do you employ a payroll company?

Yes

No

If you have answered yes please give us their details below

Agency name:

Address:

Contact number:

Email address:

F. Other things I need to make my support happen (including management of care, not just management of money).

G. Do you know about advocacy help in your area?

Yes

No

If you have answered yes please give us their details below

Advocacy name:

Address:

Contact number:

Email address:



Information sheet

Closure of the ILF

Following careful consideration of the Court of Appeal's ruling, the Minister for Disabled People announced on 6 March 2014 that the Government has decided that the ILF will close on 30 June 2015.

Does this mean the ILF is closing?

Yes. It means the ILF will close in June 2015 and your support needs will be passed to your local authority.

Why has the decision changed?

The Government has decided to close the ILF to ensure all social care support is delivered through the mainstream system, rather than two separate systems. The decision also takes into account the significant developments in adult social care over the last 20 years.

I have already had a review visit, will I have another one?

No. If you have already received a support plan from us you should already have all the information you need to prepare you for the transfer to your local authority.

If you received a support plan that did not include information about your transfer to your local authority, we will contact you to give you the opportunity to provide this transfer information. We will then send you a new support plan.

I haven't had a visit yet, will I still get one?

Yes. If you have not had a visit since 2 April 2013, you will need a review visit before the ILF closes in June 2015. Our assessor will be in touch with you when your review is due. At the visit we will want to talk to you about your current care package and to prepare you for the transfer of your support to your local authority.

What happens if my care needs have changed since my review visit?

If your care needs have changed since we last visited you, please get in touch with your case worker in the normal way and they will decide if you need another visit.

I'm a group 1 user. Are you still going to share my data with my local authority?

Because of the decision to stop the transfer review programme, all data given to the local authority was destroyed. We will be writing to all group 1 users in the next few weeks to ask them again for their consent to pass information onto their local authority.

Why do my local authority get a copy of my support plan?

Your support plan is a snapshot of your support at a moment in time and is a useful record for local authorities. If you have concerns you should contact your local authority direct.

I haven't kept my support plan as I thought the ILF was staying open

Before the ILF closes in June 2015, we will send every user a copy of their current support plan.

Can I have an increase in my care costs before you close?

We are able to look at increases to employer costs only. Please refer to your user guide or our booklet called your responsibilities for more information.

Can I now apply for a flexible payment?

Yes we are able to offer flexible payments. If you would like to use your ILF funding in a different way which would assist you in the transfer to your local authority, please talk to your ILF caseworker.

What should I do about ILF money that I do not spend?

You may keep up to one week's worth of your normal ILF award as a contingency. You may also need to keep money aside to pay for employer costs such as national insurance contributions for your PA. Any money left over must be returned to us.

When will my ILF payments stop?

As long as you continue to meet our eligibility requirements, we will continue to support you until the ILF closes in June 2015.

My local authority did not attend my review, does this mean I'll need another one?

No. Although we encourage local authorities to attend reviews where we have the user's consent, it is not necessary that they are there. We still send them a copy of the support plan and we will make sure that they have all the information they need before we close.

Can I receive information from the ILF in different formats?

Yes. We can produce most of our information and literature in braille, large print, by CD and in alternative languages. Just let your ILF caseworker know how you would like to receive information from us and we will do our best to meet your request. In addition, if you would like to receive general information from us by email, please ring your caseworker and let them know your email address.



Other formats

This information sheet is also available in:

- Braille
- Audio
- Large print
- Other languages

Contact us

Independent Living Fund
Equinox House
Island Business Quarter
City Link
Nottingham
NG2 4LA

Phone: 0845 6018815
or 0115 9450700

Textphone: 0845 6018816

Email: customerservices@ilf.gsi.gov.uk

Website: www.dwp.gov.uk/ilf



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Phone: 0845 601 8815
or 0115 945 0700

www.dwp.gov.uk/ilf

NAME
ADDRESS

12 March 2014

Dear <NAME OF USER>

We wrote to you on 22 November 2013 to let you know that the Court of Appeal had overturned the Government's decision of 18 December 2012 to close the Independent Living Fund (ILF).

Following careful consideration of the Court of Appeal's ruling, the Minister for Disabled People announced on 6 March 2014 that the Government has decided that the ILF will close on 30 June 2015, to ensure that all social care support is delivered through the mainstream system, rather than two separate systems. The decision takes account of the significant developments in adult social care over the last twenty years. The funding and responsibility for your ILF care and support needs will therefore be transferred to local authorities in England and the devolved administrations in Scotland, Wales, and Northern Ireland from 1 July 2015.

We appreciate that you may be concerned about the future but we would like to reassure you that this decision has no immediate impact on your award. Providing you still meet our conditions you will continue to get your award as you do now until the ILF closes on 30 June 2015.

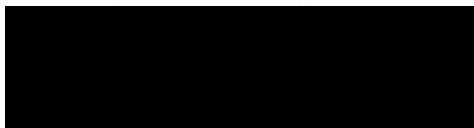
We have included an information sheet with this letter, which we hope answers any questions that you may have. We are also available to help support you with any concerns or questions you may have about the Government's decision. You can contact your caseworker by telephone on 0115 945 0700 or 0845 601 8815. If you prefer to use email, please contact us on customerservices@ilf.org.uk

If you have any questions about your ILF award, please contact your caseworker in the normal way.

Textphone: 0845 601 8816
Fax: 0115 945 0945
Email: funds@ilf.gsi.gov.uk



Yours sincerely



James Sanderson
Chief Executive



**Independent
Living Fund**

Equinox House
Island Business Quarter
City Link
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Phone: 0845 601 8815
or 0115 945 0700

www.dwp.gov.uk/ilf

Name
Address

Date

Dear <User Name>

You will be aware from our letter of 12 March that the Government have announced that the ILF will close on 30 June 2015. You may also recall that the ILF had designed a transfer programme in partnership with users and local authorities to support you through this change.

Because you had an ILF visit between 18 November 2013 and 6 March 2014 our independent assessor did not talk to you about how you would like to receive and manage your support in the future. This means that you have not had the opportunity to answer some questions about how you would like your care provided from 1 July 2015.

We have enclosed with this letter a form and guidance booklet which sets out these questions. The guidance booklet explains each of the questions and provides some example answers or points to think about. You may want to discuss these questions with someone before you decide your answers. This could be a friend or relative, the local authority or maybe someone involved in advocacy support or at your local Centre for Independent Living (CIL).

If you feel happy answering these questions, you can fill in the form and return it to us in the envelope provided. If you would like to talk to us about some of the questions, please contact us. If we have not heard from you by 1 May, someone from the ILF will phone to arrange a convenient time to discuss these questions with you over the phone. If you would like, you can arrange for someone to be with you when this call takes place.

Textphone: 0845 601 8816
Fax: 0115 945 0945
Email: funds@ilf.gsi.gov.uk



**INVESTORS
IN PEOPLE**

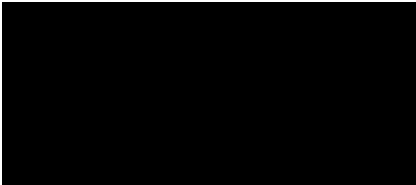
**CUSTOMER
SERVICE
EXCELLENCE**



The information that you provide in response to these questions will be used to support you through the closure of the ILF. Your answers will not impact upon your current award and any changes to your current award need to be discussed with your ILF caseworker in the normal way.

If you have any questions or concerns about this, please call the ILF on 0845 601 8815 or 0115 945 0700. You can also email customer.services@ilf.gsi.gov.uk.

Yours sincerely



John Denore
Head of Operations
Independent Living Fund



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www.dwp.gov.uk/ilf

6 March 2014

Dear Director

Government decision on the future of the ILF

Following the ruling by the Court of Appeal on the 6 November 2013 that quashed the Government's decision to close the ILF, we contacted you to inform you the ILF had suspended all closure activity and that Ministers would be invited to review the decision in light of the guidance provided by the court.

After careful consideration, the Government announced today, 6 March 2014 that the ILF will close on 30 June 2015 and that from this date, responsibility to meet the support needs of ILF users will be devolved to local authorities in England and the devolved administrations in Scotland and Wales. Funding for Independent Living Fund users in Northern Ireland is currently the responsibility of the Department for Social Development.

Prior to the Court of Appeals' decision the ILF had worked closely with local authorities to develop a Code of Practice and implement a transfer review programme to support users with transitional arrangements. This programme was co-produced in conjunction with users and local authorities and has received positive feedback from users and other stakeholders as well as the substantial support from local authorities.

In view of the decision by the Government we intend to launch a revised joint review programme on similar lines to the transfer review programme, with the intention of visiting all ILF users that have not received a visit since the 2 April 2013. In view of the required timescales this programme will be launched with immediate effect and information forwarded to our dedicated contact within your authority.

Textphone: 0845 601 8816
Fax: 0115 945 0945
Email: funds@ilf.gsi.gov.uk



The Government Standard

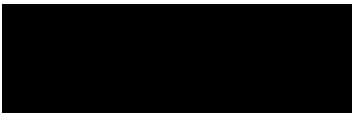
In order to ensure that this programme is successful it is extremely important that we complete these visits together and agree an on-going support plan, including provision, resources and outcomes, for each ILF user.

As the decision and timescale are similar to that of the previous decision, we will not revisit the users who previously received a transfer review visit. We will, however, reissue them with the information we collected in the previous process. In due course, we will seek consent again from our Group 1 users and, where consent is gained, share this information with you. We will also undertake an exercise to identify any alignment issues with users who have been visited since 6 November 2013. We will keep the dedicated contact in your authority informed of these plans.

We will continue to work closely with your authority and remain committed to keeping you informed of developments and providing your authority with further support and information as required.

If you have any questions or want to discuss this further, please contact our dedicated local authority engagement team on 0115 9450 769 or email LAteam@ilf.org.uk

Yours sincerely



James Sanderson
Chief Executive
Independent Living Fund



welcome to December's edition of intouch

December 2013

hello!

Welcome to December's edition of intouch, our quarterly electronic newsletter aimed at local authorities and stakeholders with information and news about the ILF.

As we come to the end of 2013 we wanted to take the opportunity to thank you for your continued work with the ILF this year.

This newsletter provides an update on several areas of work relating to the cessation of the Transfer Review Programme, and also the end this month of the Right to Control programme.

The continued positive user feedback and the increase in the number of ILF reviews that are carried out jointly with local authority colleagues shows some excellent achievements within a challenging context. We hope to continue this positive relationship into 2014.

Season's greetings and best wishes for the New Year.

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Got something to say?

Contact our communications team at -

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

Phone: 0845 6018815 or
0115 9450700

Textphone: 0845 6018816

Email: communications@ifl.gsi.gov.uk

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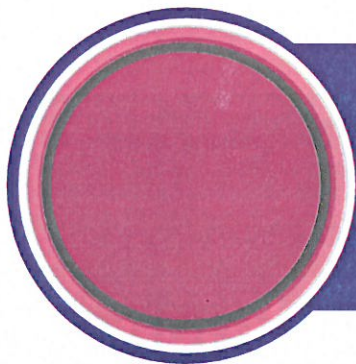
Next edition

If you would like to say something or share a success story, please contact our communications team.

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Supporting our users

introducing the Support and Review Programme

Support and Review Programme

On 6 November 2013, the Court of Appeal quashed the Government's decision to close the Independent Living Fund. Following the decision, DWP instructed us to cease the Transfer Review Programme (TRP) and all additional closure related activity.

On the 18 November 2013 we began the Support and Review Programme (SRP). The programme started with ILF assessors rearranging the visits that had been cancelled following the Court of Appeal decision and from the 25 November we began allocating support and review visits to users.

The support and review visits are similar to the previous two yearly reviews, as well as providing safeguarding assurance. They will continue at a similar pace to the TRP visits which will enable us to fulfil our governance and fiduciary requirements.

Our user satisfaction survey figures show us that our users highly value the support and guidance provided through the TRP visits. Therefore ILF assessors will continue to report on users' desired outcomes and we will continue to create support plans that will be sent to our users and the local authority.

Local authority attendance at review visits remains highly valuable, both to the ILF and users. The increase in attendance we saw under TRP was excellent and hope to continue to work with you on maintaining this position with our new programme.

The transfer review programme support plans local authorities have received do not need to be destroyed as they are a snapshot of a user's support requirements

and current provision at the time of the visit. But due to the Court of Appeal decision the alignment section of the support plans are no longer valid and we will not act upon this information.

Prioritising group 1 reviews

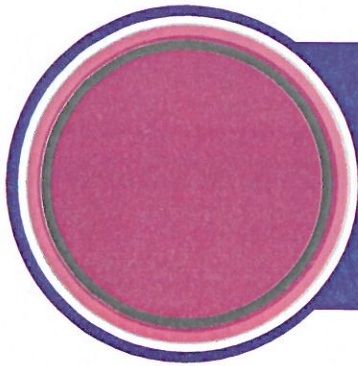
We are currently concentrating on visiting our group 1 users as some of them have not been visited for nearly three years. This may mean that local authorities will notice a reduction in the number of requests they receive to attend joint visits for the next few weeks.

When the ILF assessor arranges a visit with a group 1 user, if a local authority representative attended the last visit, the user will be asked if they would like the local authority to attend. If they would like them to attend, we will contact the local authority to arrange a joint visit. If a local authority representative did not attend the last visit we will not ask the user but they can invite them, if they wish to.

Letters to users

We have written to every user or award manager to inform them of the Court of Appeal decision, with various letters being sent depending on whether the user had already had a transfer review visit or not. We also wrote to all Group 1 users to inform them of what actions we were taking in relation to their personal data.

In addition to our users, we wrote to every local authority contact officer and Director of Social Services and provided a briefing to ADASS, ADSW and ADSS. We emailed key stakeholders and also published the 'commonly asked questions' sheet that we sent to users on our website.



Policy updates

keeping you up to date

Some of our policies have been amended; for the most part these amendments have been to remove reference to transfer arrangements or closure. However we have removed the flexible funding policy (within use of funding), as the purpose of the flexibility was to assist with transfer.

Here is some information about the policies that have been amended:

Agency care

This policy has been amended to remove a paragraph advising ILF assessors to discuss alignment issues where the current arrangements were incompatible with those allowed by the local authority.

Use of funding

This policy has been amended to remove the section detailing flexible funding. Flexible funding arrangements can no longer be considered as the ILF COGA specifies that they can only be agreed where they facilitate transfer arrangements.

Bank Holiday costs

The policy has been amended to remove a paragraph advising ILF assessors to consider if bank holiday payment arrangements could be aligned with the practice of the local authority to facilitate transition.

Care abroad

This policy has been amended to remove a paragraph advising ILF assessors to consider if the arrangements would be supported by the local authority following transfer.

Financial management

This policy has been amended to remove a paragraph asking ILF assessors consider if such arrangements would be compatible with local authority practice.

Living expenses

This policy has been amended to remove a paragraph advising ILF assessors to inform users where this element would not be provided by the local authority.

Relatives providing care

This policy has been amended to remove reference to highlighting where current arrangements were incompatible with those that would be permitted by the local authority. However it should be noted that SMP may continue to take account of the local authority position as part of their consideration, we may therefore still request this information from local authorities.

Short term care

This policy has been amended to remove reference to transfer arrangements and consideration of aligning payment practice with local authority funding arrangements.

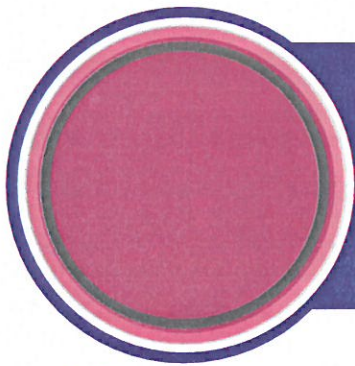
LA input

This policy has been amended to remove reference to flexible funding.

Increase awards

This policy has been amended only to remove reference to additional visits following a transfer review. Increase requests can still be considered in the usual way.

All our policies can be seen on our website here: <http://bit.ly/ILFpolicy>



News

keeping you up to date

Right to Control

Right to Control (RtC) was a Government pilot which we have supported, in collaboration with the Office for Disability Issues (ODI), since its inception in December 2009. Its purpose was to ensure disabled people made their own decisions about the support they need.

Right to Control came to an end on 12 December 2013, during the pilot we worked closely with 13 local authorities in seven trailblazer areas and across six funding streams. As an organisation, we were able to support 13 users to use their ILF funding in alternative ways to support themselves in the community. We have also been able to provide advance awards to a further 10 users.

Although Right to Control will not be rolled out nationally, the progress we made in allowing users to find alternative solutions to personal care beyond a personal assistant was incredibly useful.

We would like to thank everyone who has been involved in supporting us and RtC.

Group 1 data deletion

As part of the transfer review programme we shared data about our group 1 users with the most of our local authority contacts to support the transfer process.

Due to the Court of Appeal decision and termination of the transfer review programme all activity towards closure and transfer to local authorities ceased. This included sharing group 1 data with local authorities.

To remain compliant with the Data Protection Act 1998, we have asked local authorities to delete any group 1 data we sent them and to confirm with us that they have done so.

It is important that this data is not used by local authorities as this could put them in breach of the Data Protection Act 1998.

If you have any questions about this please contact the information management team on 0845 6018815 or by email information.manager@ilf.gsi.gov.uk

ILF payments to local authority enterprises

A number of local authorities are looking at different models for the delivery of care and support services. These models include the setting up of enterprises some of which are owned or managed by local authorities that may compete with established private sector agencies to provide support.

The ILF trust deed states that our funding cannot normally be paid towards care provided by a local authority, this may include any enterprises owned or managed by the local authorities.

Local authorities should therefore be aware of this limitation and ensure that ILF funding is not used towards care provided by the local authority, unless express permission for an individual user has been obtained from the ILF.