

# Co-funding 2024/2025

**Co-funding arrangements: contributing to the cost of your non-residential services (Co-funding will be replaced by the Community Contribution Policy from 15 July 2024)**



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# What is Co-funding?

Co-funding is the term that Derbyshire County Council uses to describe the partnership approach we adopt to the funding of appropriate services to support you to remain at home.

This leaflet explains in detail how the system of Co-funding works and how much you will be expected to contribute towards the cost of non-residential services.

## Which services does Co-funding apply to?

Co-funding applies to non-residential services. For example, home care, day care and Direct Payments.

## Are any services still provided free of charge?

Clients who receive the following services will not be required to make a contribution, for as long as they receive them:

- Interim services (usually a maximum of six weeks)
- Services funded by the NHS under the Continuing Health Care (CHC) provisions
- After Care Services provided under Section 117 of the Mental Health Act
- Services or a Direct Payment received following a Carers Assessment
- Services received for Clients who are terminally ill.

You will continue to get small pieces of equipment free, such as toilet seat raisers, grab rails, perching stools, etc.

# Who does Co-funding apply to?

This policy applies to most clients receiving non-residential services who have capital of less than £50,000.

## Does everyone have to make a contribution?

We are looking at this as a financial partnership between the client and the Council. We will only ask you to contribute from those non-means-tested benefits and allowances already paid for the provision of care, or where you have significant capital; we think this approach is fair for everyone.

As well as those clients on low income there are some groups of clients who, due to specific circumstances, will not be required to contribute:

- Clients with CJD
- Clients under Section 117 of the Mental Health Act
- Clients who are terminally ill
- Services provided under a 'Carer Assessment'
- Permanent care home residents accessing non-residential services who are already making a contribution under The Care and Support (Charging and Assessment of Resources) Regulations 2014.

# How does Co-funding affect carers?

The Council realises the important contribution that carers make to supporting family and friends. It is with this in mind that where services are provided following a Carers Assessment the Council has used its discretion and will not request a financial contribution from the carer.

## What is a personal budget?

A personal budget is an amount of money calculated as an annual amount to help support your social care. You can choose how to use your budget allocation to meet your needs and agreed identified outcomes. The allocation can be used for traditional services organised and supplied by the Council or as a Direct Payment for clients to organise their own support.



# What is an income maximisation?

We want to ensure that you are receiving all the benefits and allowances that you are entitled to. In checking that you are receiving all that you are due to, this will not be limited to those benefits in relation to Co-funding but will include a wide range of allowances including:

- Pension Credit, Income Support and Universal Credit
- Housing Benefit and Council Tax Support
- Attendance Allowance, Disability Living Allowance and Personal Independence Payments

Everyone will be offered an income maximisation during the care needs/financial assessment process. Visit [www.derbyshire.gov.uk/betteroff](http://www.derbyshire.gov.uk/betteroff) for more information and advice, or for assistance to help you claim any appropriate benefits.

## What if I do not claim the benefits you think I'm entitled to?

As this is a partnership between you and the Council it is expected that you will claim any benefits or allowances that we identify you are entitled to. Support will be made available to help you make the appropriate applications for these benefits or allowances.

If you choose not to claim the benefits or allowances that may affect the level of your Co-funding contribution, we can still ask you to contribute as though you are receiving those benefits (as this is income available to you on application).

# How is the contribution worked out?

To work out what you will be asked to contribute we need to know what income and capital you have and details of any housing costs, such as rent, mortgage payments, council tax or service charges that are not already met by benefits. We need to know this information to ensure that we can accurately apply the rules we have to follow and make sure you do not pay more than you should.

You can visit [www.derbyshire.gov.uk/betteroff](http://www.derbyshire.gov.uk/betteroff) where you will find information and be able to obtain an estimate of any charge you may have to contribute using the online calculator.

Following a care needs assessment when it has been confirmed you are eligible for a service you will be able to submit your financial information for review by the Financial Assessment and Charging Team (FACT). We will then be able to confirm the exact contribution you may have to make and provide help with the online assessment if necessary. It should be noted that you must provide relevant supporting documentation to enable us to verify the contribution, these could be photos or copies of bank statements or income details. The amount you need to pay will be confirmed in writing when your self-assessment information and evidence has been reviewed

The Council may contact the Department for Work and Pensions (DWP) including Job Centre Plus, Disability Benefits Centres and Pension Services and any other organisations for confirmation.

We can do this in line with the data sharing agreements between the DWP, Local Authorities and Councils, following the introduction of the Welfare Reform Act 2012.

If you are liable to make a Co-funding contribution you will pay this if you are in receipt of lower rate Attendance Allowance, Disability Living Allowance (Care Component) or Personal Independence Payment (Daily Living Component) rates and for the period 8 April 2024 to 14 July 2024, the contribution will be capped at a maximum of **£51.07** per week.

If you only receive the lowest rate of Disability Living Allowance (Care Component) you will not be required to make any contribution towards the cost of your non-residential services





# What is income?

Income covers any regular payments that you receive. These could be weekly, fortnightly, four-weekly, monthly, quarterly, half-year or annually.

We will convert all the amounts of income you receive into a total weekly figure. This is because we want to make sure you only pay if your income is above the amount where you must contribute.

Examples of income that we include are:

- State Retirement Pension
- Occupational Pensions
- Attendance Allowance
- Disability Living Allowance (Care Component)
- Personal Independence Payment (Daily Living Component)
- All other regular income
- Tariff Income

Examples of income that we do not include:

- Earnings from paid employment
- Disability Living Allowance (Mobility Component)
- Personal Independence Payment (Mobility Component)
- War Widows Special Payment and War Widows Pension
- Housing Benefit and Council Tax Support
- Working Tax Credit
- Savings Credit Element of Pension Credit
- Charitable Payments
- Any dependent children's income
- Child Tax Credit and Child Benefit
- Any payment received on behalf of a child e.g. child support
- Payments made by us as a Direct Payment.
- Some elements of Universal Credit may be disregarded

# What is capital?

For the purpose of the Co-funding policy capital is:

- Money held in Bank and Building Societies both in UK and abroad
- Current value of Stocks and Shares (with reference to FTSE)
- Premium Bonds
- National Savings Certificates
- Other investments

If you own the property that you live in as your main residence, the value of that property is not counted as capital. However, any other properties or land that you own will be treated as a capital asset.

Therefore, if you own any other property that is not your main residence it is likely to mean that you will be liable to meet the full cost of your care and support services.

When we contact you, we will explain exactly If you are unsure what we do take into account and what we exclude, full details are available at [www.derbyshire.gov.uk/betteroff](http://www.derbyshire.gov.uk/betteroff) or you can contact Client Financial Services (their contact details are at the back of this booklet).

# What is tariff income?

Tariff Income is included in calculating your eligible income for Co-funding purposes and represents the amount that a client with capital over a certain amount should be able to contribute towards their living costs.

For every £500 over £14,250.00 capital held up to £50,000.00, £1 will be included as income. For instance, if you have between £14,250.01 and £14,750.00, we will add £1.00 to your weekly income.

If you have between £16,750.01 and £17,250.00, we will add £6.00 to your weekly income and so on to £49,999.99.

Please note that this is not the interest earning capacity of that capital.

Anyone with capital assets above £50,000 will not usually be eligible to financial assistance (see section headed 'What if I have capital above £50,000?' later in this leaflet).

# What happens if I have dependent children living with me?

If you have parental responsibility for a child who lives with you, we may be able to protect more of your weekly income. To make the additional allowances all the following criteria must be met:

- The child is aged 18 or under\* and is either:
  - of pre-school age, or
  - in full time non-advanced education (this does not include University education), or
  - approved unwaged training
- The child lives in the same household as the client

- The client receives Child Benefit and/or Child Tax Credits for the child, or they are not in receipt of Child Benefit and/or Child Tax Credits as they have income above the upper earnings threshold but would be entitled to those benefits were their income to reduce.

Where the client requesting a Dependent Child Allowance satisfies the above points, but is not the recipient of the relevant qualifying benefits, but is the spouse, civil partner or unmarried partner (as defined for state benefit purposes) of the qualifying benefit recipient, the allowance will be given.

\*The Local Authority will consider on an individual basis the continuation of a dependent child allowance when the child is over the age of 18 years where all the above points still apply.

## What if I have housing costs?

If you have housing costs, we may be able to reduce the amount you have to pay. These “unmet costs” could be rent or mortgage payments not covered by Housing Benefit or interest payments from the Department for Work and Pensions, Council Tax not covered by Council Tax Support or service charges (net of utilities). It does not include non-commercial “sublet” tenancies or “board and lodgings” payments made to the tenant or owner of the property.

If you do have some unmet housing costs, it will not necessarily mean that the Co-funding contribution will be reduced as your income, net of your unmet housing costs, may still be above the level where a Co-funding contribution is payable.

When you submit your financial self-assessment, you must provide evidence of income, capital and housing costs if applicable.

# How do you treat couples?

The Council will allow each client receiving a personal care budget a capital disregard in their own right. Each capital disregard is based on the higher threshold set by the Council rather than the minimum required under the guidance set out by the Department of Health and Social Care.

Each individual of a couple will be deemed to hold equal shares of capital held unless evidence can be provided to the contrary.

Where a couple's income is received jointly, e.g. Employment Support Allowance or Universal Credit, each client will be deemed have a right to 50% of that income for the purposes of determining the client's minimum income level.

Retirement Pensions, Work Pensions and other income that is paid to one of a couple as individual income will be treated as that person's income. Therefore, where the person receiving care is one of a couple, consideration of their minimum income guarantee is made by looking at the income they receive in their own right plus half of any joint income.

# What is the most I will have to pay?

The maximum contribution from 8 April 2024 until 14 July 2024 is £51.07 per week. In a year you will not be asked to contribute more than the actual cost of the services you receive.

# What is the simplest way to pay my contribution?

As clients may receive their services from various providers or in differing ways, we need to have a straightforward and simple process to avoid confusion for you and service providers. Therefore, contributions are collected in arrears and the authority council prefers payment by direct debit. Direct debit payments are collected on a four weekly basis without the need to send cheques or make calls to pay and customers are fully protected by the Direct Debit guarantee.

# Do I pay my contribution even on weeks where I do not have any services?

Yes, this is because your personal budget and contribution are both calculated on an annual basis. However, as benefits are set at a weekly rate and are usually paid 4 weekly, we will calculate your contribution as a weekly figure payable every 4 weeks.

The flexibility of personal budgets and how clients use them to meet their outcomes also means that in some weeks people will decide to have more services and other weeks less. By having the contribution calculated annually but payable 4 weekly, the amount you contribute each week is clear even though your care may vary.

You will continue to make payment of your Co-funding contribution during the first 4 weeks of any hospital admission whilst Attendance Allowance or Disability Living Allowance (Care Component) or Personal Independence Payment (Daily Living Component) remains in payment.

If you access respite care in a registered care home setting you will have to make a financial contribution towards the cost of this care. Therefore, you will not be asked to pay a Co-funding contribution for any nights that you spend in respite care. This will mean that you will only be asked to make your Co-funding contribution for the number of days you were at home during any week where you are in respite care.

## What if I receive only one service?

The assessed contribution requested is irrespective of the number and frequency of services you receive. In this way it is clear what contribution you will make. If, over time, your service changes your contribution will still be the same.

## What happens if I do not receive my expected services?

There will be various reasons why some weeks you do not receive your usual services. This may be your choice, other times it may be that due to bad weather or sickness your service cannot be delivered.

On these weeks you will still be asked to make your assessed contribution. This is because the contributions you make are towards your overall annual contribution. It should be noted that we will not ask you to contribute more than the cost of your annual personal budget.

# What if I have capital above £50,000?

In most cases if you have capital assets above £50,000 you will not currently be eligible to any financial assistance from the Council. There are a small number of circumstances when even if you have above £50,000 you may still be eligible to financial assistance from the Council. An example may be if you have a Personal Injury compensation award. If you are unsure, we will discuss this with you when we undertake your financial assessment. check this on completion of your self-assessment.

If you are not eligible for financial assistance you will still be able to access our Universal Offers including a formal assessment of your care needs, help and support to identify appropriate care and support providers as well as access to various information, advice and signposting services. Your care coordinator can discuss all these options with you, or you can contact Call Derbyshire on **01629 533190** for more information.





# What if I feel I cannot afford to pay the contribution?

Before we ask you to make any contribution you will be offered an 'Income Maximisation' check. This will help to make sure that you are receiving all the benefits you are entitled to and give you the advice and assistance to claim these.

Any contribution will be determined on your declaration of income and capital. We do realise that there may be circumstances where some people may not be able to make the contribution requested either in the short or long term. We therefore have a "Financial Contribution Review Procedure" that allows us to review your circumstances.

The Council understands that some clients with a disability may incur extra costs such as additional heating or more washing. The rules that we have to follow call this "Disability- Related Expenditure".

These rules allow us to review your circumstances. For this review to be undertaken you will need to provide full information and evidence of your income, capital and all disability-related expenditure you want us to take into account.

Consideration will be given to evidenced disability-related expenditure for services deemed necessary as a result of your disability or for health and safety reasons. The usual daily living expenses that everyone has to meet, or costs arising simply as a matter of personal choice, will not normally be allowed.

In undertaking a disability-related expenditure review, depending on the level of your income and capital, and the agreed additional disability costs, this may result in a full or partial reduction in the amount you are asked to pay. However, it could also result in no change in the amount due where your income, after taking account

of your disability-related expenditure, is still above the level where a Co-funding contribution is payable.

Details of this policy can be obtained by contacting Client Financial Services whose details can be found at the back of this booklet, or on the Council's website.

## When will my contribution be reviewed?

All contributions will be reviewed at least annually.

If, however, you have any changes in your financial circumstances (this could be either an increase or decrease) you should immediately contact Client Financial Services for a reassessment as it may directly affect the amount you are asked to contribute.

## What happens if I don't pay the contribution?

Debt management is a crucial aspect of the Council's financial obligations in relation to the administration of public funds. The collection of contributions is vital to enable the Council to maintain and develop services for vulnerable people in Derbyshire.

The reasons that debts occur can be many and varied. The Council's Debt Management policy has been designed to support clients that find themselves in financial difficulties through a supportive and incremental route which will take account of the client's circumstances.

# Can I give away my capital?

The Council cannot and would not wish to direct how you deal with your finances. However, we do have an obligation to the council taxpayers of Derbyshire to ensure that clients with assets are not maintained at the public's expense.

Where we believe that capital and/or income has been given away to avoid making or reducing a Co-funding contribution we will treat you as still retaining that money and calculate your contribution accordingly.

## What happens if I do not want to declare my benefits and capital?

If you do not want to tell us your financial circumstances, then we will ask you to contribute the maximum under the Co-funding policy which is the full cost of the care and support you receive. If you receive care from an independent care provider, you will be asked to make a private arrangement so that they can bill you directly for the services they provide.

# Useful links

**BetterOff self-assessment portal**  
[www.derbyshire.gov.uk/betteroff](http://www.derbyshire.gov.uk/betteroff)

**Paying for care**  
[www.derbyshire.gov.uk/payingforcommunitycare](http://www.derbyshire.gov.uk/payingforcommunitycare)

# Useful contacts

## **Derbyshire Client Financial Services**

Tel: **01629 532231**

Email: [fairercontributions@derbyshire.gov.uk](mailto:fairercontributions@derbyshire.gov.uk)

Address:

Client Financial Services,  
Corporate Services and Transformation,  
County Hall, Matlock,  
Derbyshire, DE4 3AG

## **Derbyshire Welfare Rights Team**

Tel: **01629 531531**

Email: [welfarebenefits@derbyshire.gov.uk](mailto:welfarebenefits@derbyshire.gov.uk)

Address:

Adult Social Care and Health Department,  
Cemetery Lane, Ripley,  
Derbyshire, DE5 3HY

## **Statutory and Legal Context**

The Care and Support (Charging and Assessments of Resources) Regulations 2014.

## The National Fraud Initiative

This authority is under a duty to protect the public funds it administers, and to this end may use information you have provided to this authority for the prevention and detection of fraud. This authority may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information visit **[www.derbyshire.gov.uk/nfi](http://www.derbyshire.gov.uk/nfi)** or contact the Data and Information Manager, Adult Social Care and Health, Derbyshire Council, County Hall, Matlock DE4 3AG, email: **[adultcare.info@derbyshire.gov.uk](mailto:adultcare.info@derbyshire.gov.uk)** or telephone **01629 537247**.



# Further Information

Derbyshire County Council Adult Social Care department produces a range of information about its services and those provided by other organisations in the community. We provide information leaflets on a range of topic that can be downloaded or ordered from our website at [www.derbyshire.gov.uk/careinfo](http://www.derbyshire.gov.uk/careinfo), obtained from our staff, at a local area office or library.

Leaflets available include:

- Guide to Adult Social Care - how we work and what we provide
- Guide to Carers Support - support, advice and information for carers
- Independent financial advice - how and where to find reliable professional advice
- Paying for Residential Care - how financial contributions are calculated
- Guide to First Contact - signposting to services and support
- Putting People First - comments, compliments and complaints.

Leaflets are available in standard, large print and Easy Read versions and upon request in other formats such as Braille or an alternate language.

The Adult Social Care Information Promise – a **FACT** you can rely on.  
**We promise to provide you with:**



- Free** information
- Accurate** information
- Clear** information
- Trustworthy** information.

If you think we have broken our **FACT** promise, please let us know so we can make improvements.