

Version: 1 FOI Status: Public	Derbyshire County Council Adult Social Care & Health Reward & Recognition Policy for Lived Experience Co- Production Participation in DCC ASC	Issued: October 2025 Review Due: October 2027
---	---	--

Adult Social Care and Health

Reward and Recognition Policy for Lived Experience Co-
Production Participation in Derbyshire County Council
Adult Social Care

Version 1

Contents	
----------	--

Introduction.....	1
Background	2
Definitions.....	2
Remuneration Rates.....	2
Carer Support.....	3
Remuneration Scope.....	3
What CAN be claimed for?	3
What CAN'T be claimed for?	4
Participant Responsibilities.....	4
Payments for people in receipt of benefits.....	4
Author History.....	4

Introduction	
--------------	--

Co-production starts from the idea that no one group or person is more important than any other group or person. Everyone involved is valued for the unique knowledge, skills, experience, and aspirations they bring. Hierarchies are flattened and replaced with equal and balanced relationships. Reciprocity is key. There are responsibilities and expectations on everyone, and people involved should receive something back for putting something in.

To make sure everyone is recognised and valued for their contribution, it’s important that we have a way of rewarding people who are not involved in a paid capacity, so they are paid for their time and expertise as well as travel.

The purpose of this policy is to ensure a consistent, fair, and equitable system to give recognition to the value of people’s contribution, and to make sure that no one is left ‘out-of-pocket’ due to their involvement.

This policy covers recognition and reward for co-production relating to Adult Social Care policy and practice development and the development and commissioning of services.

Version: 1 FOI Status: Public	Derbyshire County Council Adult Social Care & Health Reward & Recognition Policy for Lived Experience Co- Production Participation in DCC ASC	Issued: October 2025 Review Due: October 2027
---	---	--

This policy does not apply to people's voluntary contribution via open meetings, workshops, consultations, questions, and surveys etc.

Background

The CQC assurance visit in April 2024 resulted in several areas being identified as needing further improvement and development, one of which was co-production.

Adult Social Care recognises that engaging and involving people in the planning, design and delivery of health and social care support and service provision can lead to more joined-up, co-ordinated and efficient services that are responsive to local community needs. Community insight or the gathering of stories can provide meaningful data and solutions to problems, provide better understanding of people's lives, social care needs and priorities, particularly for seldom heard groups. Public participation can also help to build partnerships with communities and identify ways people can support each other.

This policy should be read in conjunction with the Adult Care Participation Strategy and the Derbyshire County Council (DCC) Expenses Policy.

Definitions

Language is important, the following are definitions for the purposes of this policy:

Co-production: Co-production happens when people with lived experience work alongside people working in organisations on an equal basis, to agree what good looks like, and to work together to achieve it. Co-production is built on the principle that people who draw on support are best placed to help design it.

People with lived experience: people with experience of seeking or drawing on care and support, either for themselves or for someone they care about.

As our co-production approach evolves, these definitions may change.

Remuneration Rates

The remuneration rates being adopted for the 2025-2026 financial year are as follows, for time worked via:

- Bank transfer: £12.50 an hour + £12.50 for a maximum of one hour's preparation work. Less than an hour to be paid pro rata of the hourly payment of £12.50

Or

- One4all vouchers: £10 an hour + £10 for a maximum of one hour's preparation or equivalent pro rata
- Participants can choose to be remunerated with 'money', vouchers or time swap credit (in the case of under 18 years of age remuneration will be paid via vouchers only)

Version: 1 FOI Status: Public	Derbyshire County Council Adult Social Care & Health Reward & Recognition Policy for Lived Experience Co- Production Participation in DCC ASC	Issued: October 2025 Review Due: October 2027
---	---	--

Travel Expenses

- Travel expenses to be remunerated by bank transfer at a rate of 45p a mile OR remuneration of public transport with evidenced by receipt of ticket (least expensive option must be utilised, using a bus or train where possible rather than taxi).
- Travel expenses apply to the journey from a person's home address to the arranged and agreed location only, plus the same return journey.

Carer Support

If a person requires a carer or support to attend the meeting, and do not already have carer support arrangements in place, either as part of a care and support package or private arrangement, then the carer/supporter can also be remunerated at the same rates. This is limited to one carer/support per person unless there are sound and valid reasons why someone may require additional carers/support, however this must be discussed and agreed in advance and at the Stakeholder Engagement and Consultation team (SECT) discretion.

Remuneration Scope

The scope of work is wide and varied. DCC Adult Social Care will reward people with lived experience who are involved in planning, developing, commissioning and evaluation of Adult Social Care support and services if they are contributing in a personal capacity.

People will not be reimbursed if they choose to contribute to surveys, open meetings, webinars, learning and development events or other consultation or engagement activities outside of specified co-production opportunities.

All engagement reimbursements must be discussed and agreed with the service manager, SECT in advance of any co-production activity.

Any payment for involvement must be discussed and agreed between the responsible officer and the person with lived experience in advance of the co-production activity.

The budget will sit within SECT.

The policy will be used for service development.

What CAN be claimed for?

This policy covers payment for people's time and expertise, and for any expenses incurred to facilitate people being fully and actively involved.

- The remuneration for work completed by people with lived experience that is directly linked to the ongoing quality assurance and development of Adult Social Care that directly relates to achieving the departments agreed ambitions. This will be coordinated by SECT.
- Work completed during the financial year 2025-2026.

Version: 1 FOI Status: Public	Derbyshire County Council Adult Social Care & Health Reward & Recognition Policy for Lived Experience Co- Production Participation in DCC ASC	Issued: October 2025 Review Due: October 2027
---	---	--

- The reimbursement of travel expenses incurred as a result of attending a planned and agreed event, workshop or meeting as part of the person's agreed involvement in a workstream under the programme. The travel expenses must be the least expensive and most appropriate option available.

What CAN'T be claimed for?

- The reward and recognition for work completed by people with lived experience outside of a programme workstream – even if it relates to service user experience, learning disabilities, autism or neurodivergence. This may include engagement surveys, feedback to individuals' practitioners and teams, one off engagements, audit activity. Care and support plans.
- Claims can't be made for work completed outside of a current financial year.
- Costs relating to enabling a person to participate, such as laptop, mobile phone, or Internet purchase, printing costs, or any other resources that may be required.

Participant Responsibilities

It is the participants responsibility to find out if any remuneration would require declaring as earnings to HMRC, and to take appropriate action in declaring all payments.

DCC take no responsibility for the knowledge of participant need to make a declaration or for the administering of any declarations.

Payments for people in receipt of benefits

The Department for Work and Pensions (DWP) recognises co-production and understands that 'service user involvement' is not the same as work and should not be used to assess capacity for work.

It is important that people who are in receipt of benefits are made aware of the benefit conditions that are required by the DWP. Payments may affect means-tested benefits but don't generally impact on payments related to disabilities. Reimbursed expenses are ignored and do not affect benefits.

People in receipt of benefits must inform Jobcentre Plus of any payment they have been offered. There is a risk that benefits can be stopped in certain circumstances if people fail to get permission for earnings, earn over the limit or fail to inform Jobcentre Plus of activity.

Author History

Change History

V1	October 2025	Stakeholder Engagement & Consultation team	New guidance
----	--------------	--	--------------