

Policy 17 Financial Management Support

Owner:	ILF Scotland
Subject:	Financial Management Support
Version:	1.0
Last Amended:	1 July 2015
Date Reviewed:	

1.0 Background

Some ILF users are unable to hold a bank account or feel unable to manage their ILF monies.

Some people choose to have a family member or representative assist them with their financial affairs or have their ILF monies paid into a totally separate bank account for them.

Some people may prefer to have a professional organisation manage their ILF monies. Certain organisations are able to offer this support to users by monies being paid into either a unique or shared bank account. A fee is generally charged for this service.

2.0 Policy

ILFS will not normally pay for financial management support provided by a relative who lives in the same household, in line with normal policy.

It is the ILFS preferred position to pay its monies directly into the bank account of the ILF user. It is however acknowledged that this may not always be practical or desirable for the user.

Where a user requests that their ILF monies are paid to a third party organisation ILFS can include within its offer an amount to pay for the fee required for this service where this charged. The service will include operating a bank account on the user's behalf and/or receiving ILF money into a general/shared account and managing it on the user's behalf and paying any care bills or invoices.

Where a request is made to pay for a private individual to supply this support to a user this may be allowed providing ILF Scotland is satisfied about the level of support that will be provided as part of the service.

This should not be confused with a payroll service. Payroll is a different service and ILFS has a separate policy to deal with this.

The normal maximum that ILFS will pay for this fee is £6.25 per week. This amount should not be assumed to be the automatic requirement and where an organisation charges less than this the lower amount should be included. Where a user requests that an amount greater than this is paid and a reasonable explanation is given as to why a higher cost should be met the senior management team may agree to this. Any such decision should be noted on the user records.

It is suggested that at the point an ILFS Assessor visit/revisit takes place where an amount has previously been included to pay the fees for an organisation to manage a user's ILF money the Assessor checks that this is still required.

Any user can request that ILFS fund this service whether they engage the services of an agency, use self-employed support, or employ their own PAs.

3.0 Source

4.0 History date reviewed

1 July 2015