



supportingpeople

IN SALFORD

Summary of Supporting People Payments Policy

Block Gross Contracts

- SP will pay for every contracted unit in a block gross service regardless of who is in that unit or if it is void
- The annual contract value may be reduced in the event of a long-term reduction in the number of contracted units that are available for use
- Payments will be made in 4-weekly instalments, paid in advance by BACS
- The total contract value will be paid in 13 equal instalments, except the first and last, if the start and end dates of the payment year (1st April and 31st March) do not fall on a Monday and Sunday respectively. December and January's instalments may be paid together.

Block Subsidy Contracts

- SP will pay for any contracted unit in a block subsidy service if the service user receives Housing Benefit (HB) or is entitled to a reduced charge under Fairer Charging.
- SP will verify awards of HB directly on the HB system where service users have authorised us to do so and passport them onto SPS. Please see HB consent form at section 3.3.
- SP will forward any requests for Fairer Charging assessments to the Charging Assessment team within 5 working days of receipt.
- SP payments will start from the date HB starts, subject to a maximum backdate of 52 weeks. If a service user is liable to pay a support charge for a period before HB is awarded, they can request a Fairer Charging assessment for that period.
- We will review the HB status of the clients we have passported at least annually.
- Payments will continue during temporary absences from the service, such as periods in hospital, as long as the provider tells us the service user remains liable to pay a support charge and it is reasonable to levy the charge.
- Payments will continue for a period of notice after the service user has left the service, if the provider tell us the service user is liable to pay the support charge during the notice period and it is reasonable to levy the charge.



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- Where the weekly unit cost is less than £150, SP payments will continue even if a service user's Housing Benefit ends, until either the service ends, or a review of HB status finds that HB is still not in payment. Payment will then stop from the start of the next payment period, even if HB ceased some time ago. The exception to this is where HB was fraudulently claimed, in which case payment will be ended immediately from the date HB ended.
- Where the weekly unit cost is £150 or more, SP payments will end if a service user's Housing Benefit ends, even where the service user still receives that service. We will notify the service user or their representative that payment has ended and advise about Fairer Charging. Payment will stop from the start of the next payment period unless HB was fraudulently claimed, in which case payment will be ended from the date HB ended.
- Overpayments of SPS will be recovered from the provider's next payment schedule unless caused by our error and the provider or service user could not reasonably have understood that an overpayment has been made

The policy for paying Supporting People Subsidy (SPS) will be reviewed annually.