
Paying Personal Contributions Towards your Support

What is a Personal Contribution?

A contribution is the money you pay towards the cost of your support.

When we assess your support needs, we ask you to complete a form so that we can arrange a financial assessment. This is how we work out what your personal contribution will be. We aim to do the financial assessment while you are planning your support so that you will know any contributions you will have to pay before your support begins.

The Government has given guidance to councils to consider how much people can afford to pay towards the cost of their support.

Paying Personal Contributions when my support is arranged through a Direct Payment

If you receive a Direct Payment then this will be paid into the dedicated bank account you have opened for it.

If your Direct Payment is managed by someone else then you need to ensure your personal contribution is paid to them.

The amount paid as your Direct Payment will be the cost of your support minus the amount of your personal contribution. This is to make the process simpler for everyone involved and helps save public funds.

Your personal contribution is due from the day your Direct Payment starts. If for any reason we cannot tell you straight away the amount you will have to contribute towards your support, then we will pay you a Direct Payment for the total cost of your support. Once we have worked out how much you can afford to pay as a personal contribution, we will write to you and tell you and send an invoice for the backdated contribution to when your Direct Payment started.

You must begin paying your contribution into the same bank account that you use for your Direct Payment as soon as we tell you the amount. You should pay your personal contribution on a regular basis, such as weekly, fortnightly or four-weekly. This can be done via a bank transfer or standing order from your own personal bank account. You could also

pay in cash. We will check that you have paid this during our usual Direct Payment checks.

Because your Direct Payment is paid less your personal contribution amount, it is important that you pay your assessed amount. Not paying it into your Direct Payment account will mean that there won't be enough money to pay for all your care and support.

If you are struggling to pay your contribution then please get in touch with us immediately so that we can try to support you with arrangements.

If you choose not to pay your contribution and this results in your account going overdrawn or you get into debt with the people or organisations that provide your support, it could result in your Direct Payment being withdrawn or stopped.

Personal contributions when you have both Direct Payments and council-arranged support

If we arrange all of your support for you then we will send you an invoice for your contribution.

If we arrange some of your services and you receive a direct payment for others then we will reduce the direct payment amount by your total contribution.

If your contribution is more than the direct payment you would receive then we will not pay a direct payment and you will be expected to meet the costs for this part of your support from your contribution. We will invoice you for the rest of your contribution to pay for that part of your council arranged services. If we do not pay a direct payment for this reason then you do not need to open a separate bank account and we will not ask for evidence of what you have spent for your support.

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