

Staying Put Procedure and Guidance

SCOPE OF THIS CHAPTER

A Staying Put arrangement is where a young person, who was an 'eligible child' who has been living in foster care remains in their former foster home after the age of 18. Staying Put arrangements can continue until the young person becomes 21, or stops living in the household before then.

RELATED CHAPTERS

[Leaving Care and Transition Procedure](#)

[Staying Put Policy](#)

RELATED GUIDANCE

[Staying Put - Arrangements for Care Leavers Aged 18 and Above to Stay on With Their Former Foster Carers – Government Guidance issued by the DfE, DWP and HMRC \(2013\)](#)

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1. Introduction

In accordance with Rochdale MBC's Pledge to its Cared For children and young people, Children's Services is committed to promoting the successful transition to adulthood for cared for children and young people by ensuring they have the opportunities to learn the skills they need towards becoming independent adults.

Children's Services is aware that the transition to adulthood can be a turbulent time and that transitions are no longer sequential in that young people can become an adult in one area but not in another.

Children's Services is of the view that eligible cared for young people should expect the same level of care and support with regard to the transition to adulthood that others would expect from a reasonable parent.

Children's Services recognises that whilst Staying Put is targeted at young people who have established familial relationships with their Foster Carers, there is no requirement on the length of time a young person has been living with their Foster Carers prior to their 18th birthday.

Children's Services understands that effective Foster Carer/Child matching, can influence a Foster Carers decision to offer Staying Put and the young persons' willingness to Stay Put, and that it is important to ensure that a Foster Carer's understanding of permanence includes Staying Put.

Statutory and good practice guidance require each Local Authority to have a Staying Put Policy that sets out arrangements where-by the local authority will promote the extension of foster care placements beyond a young person's eighteenth birthday. Local Authorities is also required to facilitate, monitor and support Staying Put arrangements for former fostered young people until they reach the age of 21, where this is what they and their Foster Carers want, unless the local authority considers that the staying put arrangement is not consistent with the welfare of the young person.

This Staying Put procedure sets out the conditions required to extend a former fostering arrangement beyond a young person's eighteenth birthday, the associated financial implications, the social care requirements associated with extending former fostering arrangements and the consequential Income Tax, National Insurance and Welfare Benefit issues.

From the age of eighteen young people are no longer legally 'cared for' and therefore fostering arrangements no longer apply. Following a young person's eighteenth birthday, the legal basis on which they occupy the property (former foster care home) changes and they become an 'excluded licensee' who is effectively lodging in the Staying Put Carer/s home. Whilst the term 'excluded licensee' is a legal one, it should not denote that the young person will be treated differently than they were as a fostered child.

Rochdale MBC is committed to ensuring that the associated change from fostered young person to adult member of the household, and for the Foster Carer from Foster Carer to landlord (Staying Put Carer), should be carefully and sensitively planned in order to ensure that both the young person and the Carer/s understand the nature of the arrangement and that the positive aspects of being in foster care are not diminished by the new legal and financial arrangements and terminology.

This Staying Put policy was developed in accordance with the relevant statutory and good practice guidance including:

- Children Act (1989)
- Children and Young Person Act (2008)
- Care Leaver (England) Regulation (2010)
- Fostering Service (England) Regulations and related Guidance (2011)
- National Minimum Standards (NMS) for Fostering Services (2011)
- Fostering Service Regulations (2011)

- National Minimum Standard for Fostering Services (2011)

It has now been revised in accordance with:

- Staying Put – Arrangements for Care Leavers Aged 18 and above to stay on with their Former Foster Carers (2013)
- Children and Families Act: Part 5 Welfare of Children Regulation 98 ‘Arrangements for living with former foster carers after reaching adulthood’ (2014)
- Volume 3: Planning Transition to Adulthood for Care Leavers Regulations and Guidance – chapter 7 - revised statutory guidance regarding ‘Arrangements for living with former foster carers after reaching adulthood’ (2014)
- Staying Put Good Practice Guide, The Children’s Partnership, July 2014

2. Principles

The following principles underpin all ‘Staying Put’ arrangements: -

- Family Life – providing the young person with a ‘normal’ family life, with flexible rules and expectations to ensure that it meets individual circumstances and needs
- Best Interests – providing support to enable the best possible opportunities which lead to successful lives.
- Support – young people and their carers are provided with the right support which will address their circumstances and meet their needs. The carer can support the young person in developing skills to do well in life and keep themselves safe from harm.
- Clear Information – providing the young person and carer with the right information regarding the support available to help make choices about ‘Staying Put’ arrangements, including financial arrangements and implications for benefits and tax.
- Early Planning – arrangements for ‘Staying Put’ should be considered as part of the care planning process, from the time that a long term foster placement is planned. Decisions as to whether a ‘Staying Put’ arrangement is an option should be taken as early as possible and written into the young person’s pathway plan.
- Equality of Opportunity – all foster carers should have the opportunity to become staying put carers, including Family and Friend Foster Carers and IFA carers, and should ensure that no young person is unable to benefit from a ‘Staying Put’ arrangement because the carer cannot afford to do so.
- Flexibility – arrangements should be flexible to enable support to be provided to meet the needs of the young person and carer.

3. ‘Staying Put’ Arrangement

In order for a young person to be considered for a ‘Staying Put’ arrangement the following criteria must be addressed: -

- The young person was looked after immediately prior to their 18th birthday and intends to continue to reside with their former foster carer
- The carer/s were acting as foster carers to the young person immediately prior to their 18th birthday i.e. the carers were approved as foster carers in accordance with the Fostering Service (England) Regulations 2011 and the child had been placed with them by the Local Authority or via an Independent Fostering Agency.
- The young person is deemed an eligible child, immediately before s/he reached 18 years
- The ‘Staying Put’ arrangement is set out in the young person’s Pathway Plan
- A proportion of the allowance paid to the ‘Staying Put’ carer/s is paid by the Local Authority Children’s Services (under S23C Children Act 1989)
- The ‘Staying Put’ arrangements will continue until
 - The young person first leaves the ‘Staying Put’ arrangement

- The young person reaches their 21st birthday, if continuously, and still living in the arrangement
- The young person completes the agreed programme of education or training being undertaken on their 21st birthday, if continuously living in the arrangement since their 18th birthday.

'Staying Put' arrangements can therefore be relevant to all young people who were previously eligible children living in foster carer, and who were looked after immediately prior to their 18th birthday, as long as the arrangements meets the criteria set out above, regardless of whether the young person is undertaking full or part time education, training or employment, or none of these activities.

A 'Staying Put' arrangement promotes the gradual transition to adulthood and independent living. Cared for children can experience delayed maturity, skills and confidence and therefore it is unreasonable to link leaving foster carer to the end of their 'cared for' status at 18 years.

All young people in foster care can be considered for 'Staying Put' arrangements. Young people may require 'Staying Put' arrangements because they are assessed as being vulnerable, are continuing in education, training or are in employment, have a plan to move in the future or are disabled.

- **Are Assessed as being Vulnerable**

Cared for young people can experience difficulties throughout their life, which may impact on their preparation to leave care by their 18th birthday. All cared for young people will have been involved in the Assessment of Need and the development of their Pathway Plan, which will identify their abilities, skills and levels of confidence in respect of transition to adulthood and independence. The Assessment of Need will identify possible areas of difficult for example delayed maturity, lack of skills and confidence which would be benefited by the ongoing relationship and support of their foster carer. Some young people may have learning difficulties, special educational needs, mental health issues or other emotional difficulties or exhibit risk taking behaviour, which impacts on their ability to prepare for and progress to independent accommodation at that time. It is important that young people are provided with sufficient support and assistance in preparing for transition to adulthood and that the appropriate services are in place.

- **In Education, Employment or Training**

The 'Staying Put' arrangement would support young people to engage in an agreed program of education, training or employment without experiencing further disruption within their home life and accommodation arrangements.

Where the young person remains in education on a continuous basis the Local Authority will continue to financially support the placement. Young people in higher education who wish to return to their home authority outside term time may be able to utilise a 'Staying Put' arrangement.

'Staying Put' arrangements may be considered where a young person wishes to complete a full time course to achieve an academic or vocational qualification they have started, or had been accepted on whilst they were living in foster care. Eligibility would cease where the young person completes the course, leaves the course or transfers to another course unless the young person is assessed as meeting the 'vulnerability' criteria.

A post 21 extension can be applied in the following circumstances:

- If the former Cared For adult is 21 in March, and is undertaking a two year or more years course the extension would apply until the course is completed in July of the same year (the year of their 21st birthday)
- The extension applies to the level of any GNVQ and NVQ course that the young person is undertaking on their 21st birthday, i.e. if a young person is undertaking a level 1 GNVQ

course on their 21st birthday the extension runs until the completion of the level 1 GNVQ course

- Where a young person is undertaking a degree or equivalent higher education courses an extension can be made until the end of the academic year within which they become 21

- **Have a plan to move in the future**

There may be occasions where a young person is waiting to be allocated a tenancy via social housing or for a tenancy to be made ready for them. The young person would need to evidence that they have been accepted on a housing waiting list and the anticipated period of time it may take before they are able to move into their new tenancy. Such delays may relate to the young person needing to reach their 18th birthday before a tenancy can be allocated. In order to support the smooth transition to independence a period of 'Staying Put' would be appropriate.

Where a young person is already in a 'Staying Put' arrangement, and is actively bidding for a Local Authority (housing) tenancy, can remain 'Staying Put' for up to 3 months beyond their 21st birthday or until the tenancy is allocated, whichever is the earlier.

- **Disabled**

Where a young person has a disability and requires the ongoing support of Adult Social Care, the Foster Carer placement should be considered as an Adults Social Care arrangement. In these circumstances case and financial responsibility will transfer to Adult Social Care at 18 years. In order to allow sufficient time for the assessment to take place it is important that the Pathway Plan considers 'Staying Put' arrangements at an early stage. Adult Social Care will be notified of all young people who may require ongoing support at 14 years of age, and joint working will commence from their 16th birthday.

All young people in 'Staying Put' arrangements will continue to be supported in respect of planning for their transition to independent living.

4. Care Planning for Staying Put

This Staying Put Procedure is designed to ensure that cared for young people:

- Do not experience a sudden disruption to their living arrangements
- Have the support they need to continue to achieve in education or employment
- Have the opportunity to develop the skills they need in order to live independently in the future, for example, financial capability skills
- Young people and their Foster Carer/s are supported in making the right decision in respect of 'Staying Put' arrangements and have the appropriate information and support in this respect.

Some factors which young people say are important are: -

- Being listened to regarding their thoughts and wishes.
- Keeping lines of communication open, and letting your thoughts and feelings be known.
- Asking for help when needed rather than letting things build up.
- Receiving emotional support from the carers, with the carers in turn being properly supported.
- Keeping mutual respect for each other including each other's belongings, space and privacy.
- Being given increased responsibility.
- Carers receiving training to teach young people independent living skills like budgeting, cooking and managing bills.
- Regular meetings between the young person, their personal adviser and staying put carer to talk about what is going well or not so well, and any extra support needs.
- Training for everyone involved in the process, including young people.

- A support worker who knows all about Staying Put.
- A named person who understands the benefits system.

The peer research evaluation of the Staying Put pilots found that young people valued their relationships, including support from their staying put carers, personal adviser, family and friends.

Young people who Stayed Put were more likely to turn to their former foster carers for advice and support than those who did not, and had a wider network of people they could turn to for support.

Support should be planned in a way which helped young person to become gradually more self-sufficient, both practically and emotionally, over time. Ref: Staying Put 18+ Family Placement Programme Peer Research Report, National Care Advisory Service [2012].

Quick Guide to the stages in planning a staying put arrangement

1. Make clear information available to all foster carers and young people, to inform choices.
2. Consider Staying Put at an early stage of permanence planning.
3. Discuss potential of Staying Put whenever making a long term foster placement, regardless of the age of the child.
4. Discuss individually with the foster carer and with the young person so that they are aware of the implications and possibilities prior to the post-16 assessment.
5. Where Staying Put is a possibility, hold a meeting with the young person, foster carer, social worker, personal adviser, supervising social worker (whether from the local authority or an independent fostering provider) and others as appropriate to draw up a plan.
6. State in the pathway plan whether or not staying put is planned, and keep the plan under review.
7. Include appropriate information in the placement plan

NB Young people who are the subject of a special guardianship order (SGO) qualify for advice and assistance from the age of 16 until they are 21 if they were looked after immediately prior to the SGO being made. Additionally, local authorities can pay a special guardianship allowance in respect of a young person over 18 until they complete a course of full time education or training. When foster carers are considering applying for an SGO the local authority should make sure that they are aware that the young person will not qualify for support under Staying Put. These are important matters to be considered as part of permanence planning.

Staying Put arrangements should be considered in respect of all children and young people where they are placed 'long term' or permanently with a foster carer. It is important that everyone understands the options for the future from the outset, even though circumstances may change over the years, it is important that 'Staying Put' is part of the care planning process.

Additionally, 'Staying Put' arrangements do not always arise out of long term foster placements. Where a young person is placed with foster carer/s at 16 or 17 years, it is important to consider via the care planning processes whether a 'Staying Put' arrangement is a viable contingency option for them at 18 years and whether their needs would be best met through such an arrangement.

Please note that the duty to monitor and support a 'Staying Put' arrangement is not linked to any qualifying period, so long as the eligible child/young person was placed with the Foster Carer when they reached 18 years of age.

The **Leaving Care Assessment of Need** is undertaken within three months of the young person's 16 birthday, or where the young person does not become cared for until after their 16th birthday, within three months of the date they became cared for, identifies the assistance and timescale required for young people to move to independence and, in the context of Staying Put, should be used as the framework for beginning to explore the following issues: -

- Does the young person wish to consider Staying Put?

- Is it likely that the young person will fit the criteria for Staying Put when they reach their 18th birthday?
- Has the young person's individual support needs been considered in full?
- Does the young person and the Foster Carer/s understand the criteria for, and associated procedures for extending a foster placement into a Staying Put arrangement?
- Does the young person understand their financial and benefit responsibilities associated with remaining in a Staying Put arrangement?
- Does the Foster Carer/s understand the changes in their funding arrangements associated with a Staying Put arrangement?
- Does the Foster Carer/s understand the impact of a Staying Put arrangement on their welfare benefit income and on their Income Tax and National Insurance responsibilities and liabilities?
- Is the Foster Carer aware of the amount which would be paid, from whom (including the young person's contribution) and what it would cover i.e. fee element, additional discretionary payments, payments to the young person, costs of the carer supporting the young person?
- Is the Foster carer aware of when payments would be reviewed and would cease?
- Is the Foster carer aware what would happen if the young person was away from home for a temporary period, i.e. university or on holiday?
- Is the young person and foster carer aware of what would happen if the young person temporarily lost their entitlement to benefits due to a sanction?
- Is the Foster Carer aware how payments will affect benefit entitlement, tax liabilities and Council Tax discount if applicable
- Is the Foster Carer aware of how their learning and development needs will be supported and addressed?
- Is the Foster Carer aware of where to get advice including independent advice?
- What is likely to happen to the Foster Carer's registration as a carer
- What advice, assistance and support is required to facilitate and maintain a 'Staying Put' arrangement in the future, and who will co-ordinate and provide this?
- What specialist advice and support will be in place for the young person due to special needs, vulnerability or disability?
- What is the parallel plan for the young person, should the Staying Put arrangement not be viable?

The above information should be included in the Pathway Plan and a copy provided to the young person and their carer. Alternatively a separate direct agreement may be appropriate including the Local Authority, carer and IFA if appropriate.

<https://www.gov.uk/government/publications/staying-put-arrangements-for-care-leavers-aged-18-years-and-above>

4.1 Staying Put Meeting

To ensure sufficient time is available to make the necessary planning arrangements for extending a placement beyond a young person's 18th birthday, a Staying Put Meeting should be arranged by the young person's Social Worker and take place as part of the Leaving Care Assessment of Need (**Pathway Plan Part 1**). The young person and the foster carer should be supported in understanding the nature of Staying Put arrangements, by way of a discussion with their allocated support worker. This will establish whether either the young person or carer is interested in a 'Staying Put' arrangement.

The aim of the Staying Put Meeting is to establish the potential viability of a Staying Put arrangement occurring.

The Staying Put Meeting should include: -

- the young person,

- their Social Worker and / or Personal Advisor,
- the Foster Carer/s
- the Foster Carer/s supervising Social Worker

and, where appropriate

- the IRO,
- person(s) with parental responsibility
- advocate if involved
- Commissioning Team representative where the young person is placed with IFA Foster Carers
- IFA Provider where the young person is placed with IFA Foster Carers
- Fostering Team

The young person should be consulted as to who should attend the meeting. If the young person is unhappy about certain individuals attending the meeting it may be more appropriate to have the 'Staying Put' Meeting in two parts.

The meeting should address: -

- Views and wishes of the young person
- Views and wishes of the Foster Carer(s)
- Areas of support the young person requires in relation to skills, confidence and developing maturity to support transition to adulthood and independence
- Health arrangements
- Educational, Training or Employment arrangements
- Support currently being offered by the Foster Carer
- Support currently being offered to the Foster Carer
- Support currently being offered by the Social Worker and Personal Advisor
- Support currently being offered by the Supervising Social Worker
- Support currently being offered by other agency or professional
- Identifying unmet needs or gaps in provision of support
- Identifying all key tasks, roles and responsibilities related to considering and planning towards a Staying Put arrangement
- Training needs of the Foster Carers
- Explore the impact on the Foster Carer/s financial circumstances should a Staying Put arrangement be agreed.
- Specific reference to the criteria and financial framework for extending the Staying Put arrangement and the National Insurance, Income Tax and Welfare Benefit issues for the Foster Carer/s and Welfare Benefit / contribution issues for the young person
- Long Term goals and plans of the young person for their future
- 'In principle' decision as to whether a staying put arrangement is possible, which will be considered alongside other contingency arrangements for the young person post 18 years. NB remember that circumstances can change therefore the plan may change prior and up to the young person's 18th birthday.
- The 'living together' agreement and advice given about what this involves and why it is important.
- Contingency Plans for the young person should a 'Staying Put' arrangement not be a viable option for whatever reason
- Staying Put / Care Planning meetings in between the statutory reviews, and a date agreed for the next planning meeting to take place.

Where the meeting agrees that a 'Staying Put' arrangement is a positive option then the Pathway Plan should clearly reflect this and include the support to be provided. Subsequent LAC and pathway reviews should ensure that this is considered, and that the plans and support in place are working positively towards 'Staying Put'.

Where the young person's circumstances change significantly, a further Assessment of Need should be undertaken to appropriately consider their changed needs and circumstances and ensure that any unmet need has been addressed. This would then inform the Pathway Plan and a revised package of support for the young person.

If the decision is that the 'Staying Put' arrangement will not go ahead, this should be clearly recorded in the **Pathway Plan** and **Placement Plan** so that the young person and foster carer have clear information as to why decisions were made. (See Section 6 on Staying Put Arrangement Not Approved).

Whether a young person intends to remain in their foster placement or not post 18, foster carers have a key role to play in supporting young people in gaining skills and knowledge to support their maturity and prepare them for adulthood and independence. Training and support is available to carers in this respect and they are also supported via the Pathway Plan process. The supervising social worker must ensure that any learning and development needs are reflected in the carer's personal development plan and training and development portfolio and are considered in reviews.

This is also true when supporting a young person post 18 via a 'Staying Put' arrangement and the challenges this can bring given that the young person is legally an adult will be considered and appropriate support provided. Where young people have more specialised needs, additional and bespoke training may be required for the carer. **Reference to the Fostering Procedures**

4.2 Staying Put Progress Meeting

A Staying Put Progress Meeting should be arranged by the young person's Social Worker around the age of 17 years to review the support and plans in place and ensure all final arrangements and requirements will be in place by the young person's 18th birthday. The Staying Put Progress Meeting can be undertaken as a Staying Put or Care Planning Meeting and should take place after the second to last LAC review before the young person's 18th birthday.

If the young person or foster carer was initially or is still unsure about a 'Staying Put' arrangement, this should not preclude ongoing discussions during visits and reviews. It is recognised that circumstances can change which may impact on the Carer or Young Person's decision regarding 'Staying Put'.

The aim of the Staying Put Progress Meeting is to establish how the young person has progressed and whether a Staying Put arrangement is still a viable plan.

The Staying Put Progress Meeting should include: -

- the young person,
- their Social Worker and / or Personal Advisor,
- the Foster Carer/s
- the Foster Carer/s supervising Social Worker

and, where appropriate

- the IRO,
- person(s) with parental responsibility
- advocate if involved
- Commissioning Team representative where the young person is placed with IFA Foster Carers
- IFA Provider where the young person is placed with IFA Foster Carers

The young person should be consulted as to who should attend the meeting. If the young person is unhappy about certain individuals attending the meeting it may be more appropriate to have the 'Staying Put' Meeting in two parts.

The meeting should address all of the issues considered in the Staying Put Meeting with more detailed information shared in respect of financial arrangements, progress of young person and focus on unmet needs or gaps in provision of support and planning towards the young person's 18th birthday. The wishes and views of the young person and foster carer/s should be also clarified. The Pathway Plan should be reviewed to ensure that it contains all aspects of the Staying Put plan.

Where the young person's circumstances change significantly, a further Assessment of Need should be undertaken to appropriately consider their changed needs and circumstances and ensure that any unmet need has been addressed. This would then inform the Pathway Plan and a revised package of support for the young person.

4.3 Family and Friends Foster Carers

Family and Friends Foster Carers can become Staying Put Carers in exactly the same way as Local Authority or IFA Foster Carers. However, Housing Benefit cannot be paid to a young person who is living with a close relative, which will impact on the financial support from the Local Authority. Additionally, some shared lives schemes will not assess relatives as carers.

4.4 Independent Fostering Agency

Where a young person is placed in an Independent Fostering Agency placement, discussions should take place at an early stage as to the possibility of a 'Staying Put' arrangement being considered. Whilst this may feel inappropriate where the child or young person is significantly younger than 18 years, it will enable discussions to take place with the IFA provider regarding support to the Foster Carer/s to understand the implications of the decision and prepare for their role, and to advocate for any support they may require.

The IFA Provider would not provide support to the Foster Carer/s should they become 'Staying Put' carers therefore appropriate support and assistance would need to be offered by the Local Authority. The Fostering Service would need to be notified at an early stage if the IFA Foster Carer/s are considering 'Staying Put' arrangements. This should be completed following the Staying Put Meeting and the Fostering Team should be invited to attend the Staying Put Progress Meeting.

Where a young person is placed in an Independent Fostering Agency Foster Care placement and wishes to remain as part of a 'Staying Put' arrangement, they will be supported and treated as other young people placed with Local Authority or Relative Friend Foster Carers.

It is important that the Commissioning Team are notified prior to and invited to attend the 'Staying Put' Meeting. The **Request for Placement Form** should be used in respect of the notification.

The Independent Fostering Agency Provider should also be notified of and invited to attend the 'Staying Put' Meeting where appropriate. The young person should be consulted as to who should attend the meeting. It may be more appropriate to have the 'Staying Put' Meeting in two parts, one with the young person and Foster Carer and the other including Commissioning and IFA Provider.

Where the young person is placed with a foster carer approved by an Independent Fostering Provider, it is important that the Commissioning Manager is invited to attend the Staying Put Meeting and Progress Meeting and is involved in discussions. Where a young person becomes cared for or changes foster placement after their 16th birthday, this should not preclude discussions regarding 'Staying Put' arrangements.

4.5 Living Together Agreement

All 'Staying Put' arrangements must be supported by a written agreement or a 'living together' agreement between the carer and their supervising social worker, the young person and their social worker and / or Personal Advisor. The written agreement covers the ground rules and expectations of all concerned.

It is important to remember that many of the issues which will be included in the written agreement will probably have been in place prior to the 'Staying Put' arrangement. There may be some changes when the young person is no longer cared for and is legally an adult. The written agreement therefore should include what will stay the same and what, if anything will change.

It is also important that the development of the written agreement is handled sensitively. Young people living with their birth parents would not complete a written agreement in preparation for their 18th birthday and therefore this does not support the idea of 'family life'. It is therefore important that the written agreement is discussed at an early stage and is part of regular visits, planning meetings and reviews. The term 'Living Together' Agreement may also be an issue for the young person therefore it is important that they are involved in deciding what to call the written agreement and how best to frame it. **NB** the written agreement may be required to provide formal evidence of the nature of the relationship between the young person and their carer for example to support a claim for Housing Benefit.

If the Living Together Agreement is discussed as part of the Pathway Plan and reviewed on a regular basis, this can support a natural discussion about the rules and expectations of the placement and consideration given as to how this would change once the young person becomes 18 years of age.

There are no restrictions in respect of what is included in the Living Together Agreement but it needs to be agreed between the young person and their carer. It may be helpful to ask both the young person and the carer to write their own lists and to then support a discussion about what is reasonable and ensure that the young person is clear about the difference between expectations and house rules. Some issues may be negotiable whereas others may not.

The agreement should cover the rules of the household, other issues parties feel are important, and also the responsibilities of the people involved. Some agreements may need to be very detailed and others may not; this can be impacted by the nature of the existing relationship between the young person and their carer/s. If the carer continues to foster younger children and young people there may be standards of behaviour which need to be made clear in order to comply with fostering regulations, standards or policies.

Examples of issues to be addressed within the agreement would include: -

- Time the young person has to return home by at night
- Friends / partner visiting or staying at the address
- Staying out overnight – by agreement, with whom, how many (NB housing benefit and carer's financial support may be impacted if the young person is not residing in the 'Staying Put' arrangement on a consistent basis)
- Issues relating to younger foster children in the placement – safeguarding, being a positive role model and time keeping
- Safeguarding issues
- Checking room to ensure welfare and suitability
- Education, training and employment activities
- Health arrangements
- Use of alcohol inside and outside the home
- Smoking inside the home
- Use or ownership of illegal substances in the property
- Attending college, work
- DBS check to be completed and updated as required
- Pets
- Paying rent
- Notifying the carer of damage or things that are broken
- Paying for loss or damage to furniture or belongings in the home
- Utilising the support which the pathway plan identifies
- Not abiding by the expectations

- Moving on arrangements
- Notice period

Some issues may relate to the support to be provided by the Foster Carer/s, for example

- Attending appointments
- Budgeting including credit cards, loan agreements, mobile phone contracts, benefit claims etc
- Shopping for a weekly meal plan
- General preparation for adulthood and independence tasks

The Living Together Agreement can be a standalone document, be included in the Pathway Plan or may be a combination of both. The young person and their carer should be involved in the decision making as to how the Living Together Agreement should be discussed and recorded.

- Living Together Agreement – standalone document

Appendix A is an example of a Living Together or Written Agreement. The young person and their carer may wish to make changes to the document. If this supports the completion of the agreement and makes more sense to them, then this should be supported. The agreement should not be too prescriptive or inflexible but does need to be clear. Clarity about what the young person must seek permission for and what they have to notify the carer about is important. Remember that the agreement needs to make the nature of the relationship between the young person and the carer/s clear.

The information contained within the standalone document should be referenced in the Pathway Plan and Pathway Review, and also included as an attachment. It should inform decision making in respect of support and services to be provided.

- Living Together Agreement incorporated into the Pathway Plan

The Pathway Plan supports the inclusion of issues within the document in respect of the written agreement. This would ensure that the expectations, house rules and support is collated together within the one document. The young person may however not wish their Pathway Plan to be used to evidence the nature of the relationship between themselves and their carer or for other people have a copy as it contains private information.

- Combination Document

A written agreement could be completed, which is specific in terms of the relationship between the young person and their carer and covers specific issues regarding the provision of meals, support provided, detailed and personal information, which is referenced in the Pathway Plan. The written agreement would then be attached to the Pathway Plan to ensure that the information is accessible together however it would not be copied to other professionals without the young person's consent.

4.6 Ratification of Staying Put Arrangements

The Staying Put Arrangement proposal will be ratified by the Placement Panel. The request for an extension to the placement via a Staying Put arrangement should be submitted via the existing procedure and include the proposed 'Living Together' agreement and financial implications, at least 6 months prior to the young person's 18th birthday.

A copy of the Pathway Plan, Placement Information Record, Living Together Agreement, Financial Arrangements and LAC review recommendations should be submitted to the Panel to support the request.

The Placement Panel may request additional information and will ensure that a review period is set to monitor the Staying Put arrangement preparation and plans prior to the young person's 18th birthday.

The Placement Panel will ratify the Staying Put arrangement once they are confident that all issues have been addressed. A further review period will be agreed within 6 months of the young person's 18th birthday to ensure that the arrangement is working in the young person's best interests.

4.7 Final LAC Review prior to the young person's 18th birthday

The Independent Reviewing Officers should ensure through the care planning process that cared for children are aware of the options, and that their permanence plan sets out expectations for when the placement ends.

The final review prior to the young person's 18th birthday must consider the information gathered during the Staying Put Meeting and Staying Put Progress Meeting, and ensure that the appropriate information, guidance and support has been provided.

The IRO should ensure that the young person's PEP, Care/Pathway Plan, Health Assessment, Placement Plan are up to date and support the young person's plan for Staying Put, including contingency plans.

The IRO should invite the young person and their carer to express their views and wishes in respect of the 'Staying Put' arrangements and ensure that appropriate and sufficient support is in place.

The IRO should ensure that a 'Living Together' agreement has been completed with the young person and the carer and that they are happy with the proposed contents. (See Section 5.5 'Living Together' Agreement).

5. Staying Put Arrangement Not Approved

A 'Staying Put' arrangement should not be agreed if it is not considered to be consistent with the young person's welfare.

It is recognised that if the 'Staying Put' arrangement is not assessed as meeting the young person's needs, this should have been identified at an earlier stage and the young person would have been given the opportunity of a move, so that 'Staying Put' arrangements could be considered.

Circumstances whereby 'Staying Put' arrangements would not be deemed suitable would be 'exceptionally rare' and should be recorded and clearly communicated to all parties. It is anticipated that such situations would relate to a significant change, which has rendered the arrangement (and placement pre 18 years) inappropriate or the young person doesn't have the cognitive ability to understand or agree to the arrangement. **NB** the Mental Health Capacity Act 2005 states that just because an individual makes an unwise decision, they should not be treated as lacking capacity to make that decision.

Where a request for a 'Staying Put' arrangement is not assessed as being consistent with the young person's welfare, this should also be presented to the **Placement Panel** as per the process identified above (See Section 5.5) and the decision ratified. The social worker must complete a **Continuation of Placement** document and sent to the Practice Manager for authorisation. The Practice Manager would assign the document to the Head of Service, who will confirm the recommendation not to support the arrangement and submit to the Placement Panel for consideration. The Commissioning Team must be notified of the recommendation.

Where the decision not to support a 'Staying Put' arrangement arises out of a specific event or circumstance and an urgent decision is required, a **Continuation of Placement** document should be completed and sent to the Practice Manager for authorisation. The Practice Manager would assign the document to the Head of Service, who will confirm the recommendation not to support the

arrangement and send to the Assistant Director, or reject and return to the Practice Manager for further discussion. The Commissioning Team must be notified of the recommendation and decision made.

A letter should be sent to the young person and the carer advising them of the decision not to support the 'Staying Put' arrangements and providing them with the **right of appeal**. (See Section 13).

The social worker or personal advisor for the young person should ensure that they meet with the young person to discuss the decision in person and consider their wishes, feelings and options for the future. The supervision social worker for the carer/s should also ensure that they visit to discuss the decision made and consider their wishes, feelings and options for the future.

It is important that a decision is obtained at the earliest opportunity to ensure ongoing care planning with regard to contingency arrangements re accommodation and support post 18 years.

The young person and carer may decide that the young person will continue to reside in the former foster care placement. Rochdale MBC will not financially assist the young person or the carer where they do not support the 'Staying Put' arrangement however will continue to offer support and advice as per the leaving care duties and responsibilities.

Where there are any safeguarding issues in respect of the young person, this must be referred to Adult Social Care if the young person is deemed at risk or a vulnerable adult. Where there are safeguarding issues with regard to other children within the home, this must be referred to Children's Services and the Fostering Service.

6. Legal Status and Safeguarding

Following the young person's 18th birthday, the legal basis on which they occupy the property (former foster home) changes (the legal term is that the young person becomes an 'excluded licensee' lodging in the home), this should not denote that the young person will be treated differently than they were as a foster child. In addition the carer may also become, and be deemed, the young person's landlord / landlady.

The associated change from foster child to adult member of the household, and for the carer from foster carer to 'Staying Put' carer, (technically the young person's landlord) should be carefully and sensitively planned in order to ensure that both the young person and the carer understands the nature of the arrangement and the positive aspects of being in foster care are not diminished by the new legal and financial arrangements and terminology.

It is important that prospective foster carers are supported in understanding from the time of their assessment that young people may wish to enter into a staying put arrangement when they reach 18.

6.1 Where Foster Children are living in the 'Staying Put' arrangement

Where fostered children are living in the household, the checks and requirements associated with fostering legislation will apply and will provide a framework for safeguarding and checking arrangements for the whole household.

In these situations the carer must remain an approved foster carer and the Fostering Services (England) Regulations and Guidance will apply with the consequential requirements of supervision, review and safeguarding. Whilst the fostering legislation will primarily apply to the placements of the fostered children, it does ensure that a system of approval, checking and supervision is applied to the whole household.

Additionally, where foster children are in placement, the foster carers will need to be returned to the fostering panel due to a change in circumstances as the child/young person Staying Put will have reached adulthood and become an adult member of the fostering household. The review should be

planned to facilitate a full discussion of all relevant matters and also allow time for the Fostering Service's Decision Maker to act upon its recommendations, including any changes to terms of approval.

Young people remaining in a foster care household at the age of eighteen will become adult members of the household and will require a valid Disclosure and Barring Service check in settings where a foster child or foster children are living. To ensure that the check (and possible subsequent risk assessment) is completed by the young person's eighteenth birthday the process will need to commence in sufficient time.

6.2 Where No Foster Children are Living in the Staying Put Arrangement

From the age of eighteen, young people are no longer legally 'in care' or 'looked after', and therefore fostering arrangements and legislation relating to children placed with foster carers no longer apply. Whilst legislation relating to fostering will no longer apply (if no foster child remains in the household), key standards should continue to govern the expectations of the Staying Put arrangement. The foster carer may decide they no longer wish to foster and are free to submit their resignation in writing, in which case their approval automatically ends 28 days after this is received by the Fostering service.

Sometimes 'Staying Put' carers are not able to take another foster placement whilst the young person remains living with them, but wish to remain approved as foster carers. The Fostering Service will consider the appropriateness of continuing their approval and ensure that it meets the statutory requirements including visits by the supervising social worker, annual unannounced visit, review of approval, training, advice, information and support and support for CPD.

In circumstances where it is clear that the carer will not be fostering any further children, it may be deemed appropriate to terminate their approval as a foster carer. In situations where it is possible that they may foster again in the future, it would be inappropriate to terminate their approval; given the length of time that re-approval would take. Where a foster carer's approval is terminated, the local authority will need to ensure that the Staying Put arrangement continues to meet appropriate standards, including

- A system for considering if a person's approval as a foster carer should be ended and for implementing the deregistration/termination process in circumstances where the foster carer is unlikely to be caring for any further foster children in the future;
- A system for reviewing and approving the Staying Put arrangement and carer/s to ensure that the arrangement complies with local authority expectations;
- Safeguarding and risk assessment checks on household members and in certain circumstances regular visitors;
- Health and safety requirements (as a minimum this should comply with landlord and licensee/tenant requirements);
- Regular supervision and support, possibly, from their fostering supervising social worker;
- Opportunities to attend appropriate training.

7. Financial Implications

Rochdale MBC endeavours to support foster carers in engaging with 'Staying Put' arrangements by providing financial support, which will cover all reasonable costs of supporting the care leaver to remain with them, and therefore in line with the level of support they receive as a foster carer. The 'Staying Put' Allowance therefore is based on the former foster placement rate, which would be applied on the young person's 18th birthday minus the pocket money and clothing allowance element as this should be replaced by the young person's welfare benefit claim.

The 'Staying Put' allowance will be funded from a number of sources including Housing and other Benefits, Young Person's Contribution, Personalised Budget and Local Authority payments.

The 'Staying Put' Carer will receive the boarding out rate minus pocket money and clothing element on a weekly basis. They will not receive contributions in respect of Christmas or Festival payments, Birthday payment or Holiday payment in order to ensure equity with other care leavers. The allowance paid will contribute to the cost of the young person's accommodation, support, utilities, food and associated placement costs.

The 'Staying Put' allowance will commence from the date of the young person's birthday unless the young person is in Year 13 of their education, and they turn 18 years in that academic year, the foster carers will continue to receive the same level of remuneration until 2 weeks after the young person's final examination.

Where applicable the young person is required to apply for the maximum Personal and Housing Benefit for which they are entitled. The timing of such claims should not interfere with the young person's education or examinations.

Where the young person is not in receipt of benefits and is in employment, they will be expected to make a contribution towards the cost of the 'Staying Put' arrangement.

Fostering can be the main source of income for some foster carers and therefore they may be concerned that a 'Staying Put' arrangement may prevent them taking other foster children. Such financial issues should be considered and 'Staying Put' arrangements should not be precluded on the basis of financial grounds alone. Where a foster carer has been paid a skills fee in respect of the young person, consideration should be given as to the ongoing needs of the young person and whether additional financial support is required to facilitate the placement where appropriate. It is not anticipated that the fees paid will continue as the young person remains in the arrangement and achieves stability and requires less support.

Information for young people and care leavers has been developed to support decision making in respect of 'Staying Put' arrangements.

Young people placed in Independent Fostering Agency Foster Care placements who wish to remain as part of a 'Staying Put' arrangement will be supported and treated as other young people placed with Local Authority or Relative Friend Foster Carers. The financial support would be in line with the Local Authority foster carer payments. Consideration may be given to whether the carer could be registered as a Rochdale Carer or as a Supported Lodgings Scheme.

It is acknowledged that most IFA Foster Carers are paid at a different rate to Local Authority Foster Carers. 'Staying Put' arrangement should not be precluded on the basis of financial grounds alone, and therefore each young person's circumstances should be taken into consideration and the financial implications explored. Additional financial support could be considered as per the skills fees paid to other foster carers, however this must be on the basis of the young person's needs and it would not be anticipated that the additional support would be required as the young person remains in the arrangement and achieves stability and requires less support.

The following information provides more detailed guidance in respect of the financial arrangements and implications with regard to 'Staying Put' arrangements.

It is recommended that financial calculations and arrangements are negotiated with appropriate professional colleagues in respect of Housing Benefit and general Benefit entitlements.

7.1 Young People living away from home

Where the young person is living away from home on a temporary basis, this should not preclude a 'Staying Put' arrangement from continuing. Supporting such endeavours will provide a sense of security and stability for the young person and provide ongoing support. Under such circumstances a retainer fee will be paid to the Foster Carer

7.1.1 Armed Services – if the young person joins the armed forces, the carer will receive 50% of the weekly payment whilst the young person completes the first three months of basic training.

7.1.2 University – if the young person moves away to University, and wishes to return to their home authority under ‘Staying Put’ arrangements outside term time, the carer will receive 50% of the weekly payment whilst they are away. The young person will be expected to make a pro rata contribution based on their rent and personal contribution.

7.1.3 Other Circumstances – where other circumstances arise which require a retainer for the ‘Staying Put’ carer, this must be presented to the Head of Service for approval of payments being made at 50% of the weekly payment whilst they are away.

Young people are not expected to make a contribution towards retainer fees.

7.2 Benefits for Young People

Catch 22 NCAS has published a guide to benefits entitlement for cared for young people and care leavers, which is embedded below.



Adobe Acrobat
Document

NCAS has also reviewed the welfare reform programme and how it will affect cared for children and care leavers as part of the [Access All Areas campaign](#). The following briefings will also assist in understanding these issues. Press control and click to follow the link on the titles below.

1. **Payment processes and care leavers’ ability to manage claims**
2. **Sanctions and conditionality**
3. **Online claims**
4. **Local arrangements: Transfer of social fund and council tax benefit administration local authorities**
5. **Discretionary Housing Payments**
6. **Advance claims for care leavers**
7. **Benefit Caps**
8. **Local Housing Allowance Shared Accommodation Rate**
9. **Additional housing related welfare reform policies**
10. **Youth unemployment and welfare reform**
11. **Welfare reform - How can central and local government support care leavers**

The DWP framework for ‘Staying Put’ primarily applies to a young person remaining with their former foster carer on a familial basis, where no commercial arrangement applies, and until

- They first leave the arrangement (even if they later return)
- The age of 21 years
- They complete an agreed programme of education or training being undertaken on their 21st birthday, provided that they live in the arrangement continuously

The ‘commercial’ arrangement relates to whether any element of the cost of the ‘Staying Put’ arrangement is met from a source other than S23C of the Children Act 1989. S23C relates to the Local Authority’s duty to support a former relevant child. Where the cost of the ‘Staying Put’ arrangement is met solely from S23C, it is disregarded, however where payment is from any other source, this will be taken into account when calculating any means tested benefit which may be payable to the

'Staying Put' carer. Further information in relation to S23C and Housing Benefit is included below. (See Sections 8.4 and 8.5)

Young people remaining in a "Staying Put" arrangement can claim a means tested benefits for their personal needs from their 18th birthday. These benefits replace the Pocket Money and Clothing Allowance previously contained in the foster carers maintenance allowance.

Benefit rates change on a regular basis therefore reference will need to be made to the Government website which will provide the up to date rates paid. These have been included in the following information.

7.2.1 Jobseeker's Allowance (JSA)

<https://www.gov.uk/jobseekers-allowance>

To claim JSA the individual must: -

- Be 18 years or over and below state pension age (NB there are exceptions re 16 or 17 year olds)
- Not be in full time education
- Be living in England, Scotland or Wales
- Be able and available for work
- Work on average less than 16 hours per week
- Able to attend a JSA interview
- Working less than 24 hours a week (on average)
- Have £16,000 or less in savings

In addition JSA cannot be claimed if someone is claiming Child Benefit for the individual. Where the young person has just left education, they would need to wait until Child Benefit had ended before applying for JSA.

Full time students are not eligible to claim JSA until their course has finished but may be able to claim JSA during the summery holiday period if they have children. NB the individual could do an Open University course or short (2 week or less course) without it impacting on JSA. The Job Centre should be notified prior to claiming or before starting these courses. Part time students can claim JSA if they are able to combine the course with a job or are willing to give up the course for a job.

NB there are eligibility rules for [lone parents who want to claim JSA](#). The Household income can affect how much JSA is paid including money from savings, pensions and earnings.

There are two types of JSA. Jobcentre Plus works out the type of JSA and the level of tax. JSA does not affect Child Benefit or child tax credit. The [benefits calculator](#) can be used to estimate JSA, establish which type is allocated and how it may affect other benefits.

- Contribution-based JSA – this can only be paid for 182 days following which Income-based JSA may be paid. Contribution-based JSA is paid where the individual has paid sufficient Class 1 National Insurance Contributions in the previous 2 years.
- Income-based JSA is paid where the individual has not paid sufficient National Insurance as an employee and is on a low income. This is means test and income and savings can affect the amount paid.

JSA is paid fortnightly into an account. Volunteering won't normally affect JSA but must be declared at the time of the claim or before starting to volunteer. The individual must attend the Jobcentre (usually every 2 weeks or when asked) to provide evidence of searching for a job. This is known as 'signing on'.

There is a benefit cap limit, which affects the maximum amount an individual can receive aged 16 to 24. Not all benefits are affected, however Carer's Allowance, Child Benefit, Child Tax Credit, Employment and Support Allowance (unless the support component is paid), Housing Benefit, Incapacity Benefit, Income Support, JSA, Maternity Allowance and Severe Disablement Allowance are affected.

The following amounts are provided as an example and are accurate as of October 2014.

AGE	TYPE OF JSA	WEEKLY AMOUNT
16 - 24	Contribution-based	£57.35
Single (Under 25)	Income-based	£57.35
Couple (both aged 18 or over)	Income-based	£113.70
Lone Parent (aged 18 or over)	Income-based	£72.40

The benefit cap is as follows: -

- £500 per week for couples – with or without children living with them
- £500 per week for single parents who children live with them
- £350 per week for single adults who don't have children, or whose children don't live with them

This may mean the amount paid for certain benefits will be reduced to ensure that the total amount is not more than the cap level. The individual would not be affected by the cap if anyone in the Household qualifies for Working Tax Credit or is receipt of DLA, Personal Independence Payment, Attendance Allowance, Industrial Injuries Benefits, Employment and Support Allowance.

7.2.2 Employment and Support Allowance (ESA)

ESA is paid if the individual has an illness or disability which affects their ability to work and they are under state pension age, not getting Statutory Sick Pay or Statutory Maternity Pay and have not returned to work, not receiving JSA, employed, self employed, unemployed or a student on Disability Living Allowance or Personal Independence Payment. ESA may also be paid if the individual has lived or worked abroad and has paid sufficient UK National Insurance of the equivalent in an EEA or other country with which the UK has an agreement.

If the individual is in work, ESA is not affected if they work and earn up to £20 per week, work and earn up to £101 per week doing work as part of a treatment programme, or supervised by someone from a local council or voluntary organisation or work less than 16 hours per week and earn up to £101 per week per week for up to 52 weeks. This is called 'permitted work'. The individual can also do 'supported permitted work' and earn up to £101 a week if their illness or disability severely limits their ability to work. There's no limit to the number of hours per week or length of time in respect of 'supported permitted work'. Supported permitted work is supervised by someone from a local council or a voluntary organisation whose job it is to arrange work for disabled people.

The DWP must be informed where the individual starts permitted work. Any volunteer work must also be reported. It normally doesn't affect ESA. Income and savings may affect ESA.

There are 2 types of ESA: -

- contribution-based ESA – where the individual has sufficient National Insurance Contributions. This lasts 1 year if the individual is in the work related activity group and no restrictions if in the support group.
- income-related ESA – this is paid either on its own, where the individual has insufficient NI contributions, or on top of contribution-based ESA, if on a low income. There is no time limit on income related ESA

A **Work Capability Assessment** will be undertaken, and the individual will be required to complete the **'Limited capability for work questionnaire'**. The Work Capability Assessment will determine the work-related activity group or support group. The work related group requires the individual to attend regular interviews with an advisor who can offer support re job goals and improving skills. The support group does not require the individual to attend interviews and relates to individuals with an illness or disability which severely limits what they can do. A personal advisor is available.

If the individual fails to attend interviews or undertake work related activity the ESA can be reduced for up to 4 weeks. A sanction letter will be sent and the ESA advisor should be advised of any reason for missing an interview. ESA benefits will only be impacted once a decision is made regarding a sanction.

An assessment rate is paid for 13 weeks post claim and then if the individual is entitled to ESA they would receive a rate relating to work related activity or a rate relating to support group. All benefits are paid into a bank account.

The following amounts are provided as an example and are accurate as of October 2014.

AGE	ESA	WEEKLY AMOUNT
Under 25 years	0 – 13 weeks	£57.35
Work Related Activity	14 weeks plus	£101.15
Support	14 weeks plus	£108.15

7.2.3 Income Support

<https://www.gov.uk/income-support/how-to-claim>

Income Support is made up of basic payments (personal allowance) and extra payments (premiums). Income and savings over a specific amount can affect the amount of Income Support. Income Support will not be paid to anyone under 16 years of age. A higher rate could be paid if the claimant is responsible for a child or if the individual is eligible for ESA, Income Support or JSA. The higher rate or premium is based on individual circumstances for example if the individual is disabled or a carer. Payments are made fortnightly into an account. The benefit cap impacts Income Support.

Income Support is paid to individuals: -

- between 16 and Pension Credit age
- pregnant, a carer, lone parent with a child under 5, or unable to work due to illness or disability
- who have no income or a low income
- working less than 16 hours per week
- live in England, Scotland or Wales

NB the individual does not need a permanent address to claim Income Support and would be eligible if living in a hostel or care home.

Income Support may be paid to those who are involved in: -

- unpaid voluntary work,
- on parental or paternity leave
- aged 19 years or younger, in full time secondary education (including A levels) and are either a parent, not living with a parent or someone acting as a parent or a refugee learning English.

Income Support may also be paid for individuals up to the age of 21 years if they are orphaned or estranged from their parents and enrolled in education.

You can also qualify up until the age of 21 if you're one of the above, are orphaned or estranged from your parents and enrolled in education.

Income Support will not be paid if the individual has savings (see link for current amount), need permission to enter the UK, are in receipt of JSA or ESA, are being looked after by a Local Authority.

The following amounts are provided as an example and are accurate as of October 2014.

Status	Age	Weekly Payment
Single	16 to 24	£57.35
Single	25 or over	£72.40
Lone parent	16 to 17	£57.35
Lone parent	18 or over	£72.40
Couples	Both under 18	£57.35
Couples	Both under 18 - 'higher rate'	£86.65
Couples	One under 18, the other 18 to 24	£57.35
Couples	One under 18, the other 25 or over	£72.40
Couples	One under 18, one over - 'higher rate'	£113.70
Couples	Both 18 or over	£113.70

7.2.4 Universal Credit

Universal Credit is replacing replaced Jobseeker's Allowance, Housing Benefit, Working Tax Credit, Employment and Support Allowance and Income Support and is due to be implemented in Rochdale. If the young person is entitled to any other benefits they should apply as usual – the following links will assist.

- [Appeal a benefit decision](#)
- [Benefit Integrity Centres](#)
- [Benefit cap](#)
- [Benefit fraud](#)
- [Benefit overpayments](#)
- [Benefits and prison](#)
- [Benefits calculators](#)
- [Civil penalty for not reporting changes that affect your benefits](#)
- [Claim Universal Credit](#)
- [Claiming benefits if you live, move or travel abroad](#)
- [Complain about Debt Management](#)
- [Complain to the Independent Case Examiner](#)
- [Employment and Support Allowance \(ESA\)](#)
- [Help with moving from benefits to work](#)
- [Home visit to check your benefit payment](#)
- [House fires: financial help and fire safety](#)
- [How and when your benefits are paid](#)
- [Income Support](#)
- [Jobseeker's Allowance \(JSA\)](#)
- [National Benefit Fraud Hotline](#)
- [Pension Credit](#)
- [Report benefit fraud](#)
- [Simple Payment for benefits, pensions and child maintenance](#)
- [Social Security and Child Support Tribunal](#)
- [Tell HMRC about a change of name or address](#)
- [Universal Credit](#)

Additional information can be obtained via the following website <https://www.gov.uk/universal-credit-toolkit-for-partner-organisations#the-toolkit> which provides a tool kit for agencies working with people claiming Universal Credit.

The Government website <https://www.gov.uk/universal-credit> will provide information in respect of eligibility and benefit rates.

A young person can work whilst claiming Universal Credit and there are no limits in the number of hours, however payments would decrease as the young person earns more money. The young person would have to agree (Claimant Commitment) to complete certain tasks in order to claim Universal Credit, which will depend on health, responsibilities at home and how much help is required to get work or increase income. Universal Credit is paid monthly, usually into a bank or building society account. Support in respect of rent is included in Universal Credit and the young person would pay the landlord directly.

Universal Credit can be claimed on line - [claim Universal Credit online](#). There is also a helpline 0345 600 0723. Additional support can be obtained via the [Money Advice Service](#) in respect of budgeting and planning for Universal Credit.

The benefit calculator <https://www.gov.uk/benefits-calculators> identifies what benefits could be claimed, how to claim and how benefits would be affected if the individual started work. This link has replaced the Benefits Adviser Service. It is not available to young people under 18 years of age and may not be reliable for prisoners, students, not a British/Irish citizen. There are two options available:

- **entitled to** - for information on income-related benefits, tax credits, contribution-based benefits, Council Tax Reduction, Carer's Allowance, Universal Credit and how your benefits will be affected if you start work
- **Turn2us** - for information on income-related benefits, Universal Credit and tax credits

In order to use the calculator information in respect of savings, income, existing benefits, outgoings e.g. rent, child care payments, council tax.

7.2.5 Disability Benefits

<https://www.gov.uk/financial-help-disabled>

The main **disability and sickness benefits** are: -

- Disability Living Allowance or Personal Independence Payment
- Attendance Allowance
- Employment and Support Allowance
- **Industrial Injuries Benefit** if you're disabled as a result of work
- **Constant Attendance Allowance** if you need daily care and attention because of a disability

Additional support is also available in respect of: -

- **exemption from paying vehicle tax**
- parking benefits - **Blue Badge**
- disabled persons bus pass or **railcard**
- help to buy or lease a car from **The Motability Scheme**

Where an individual is assessed as requiring care and support services, support may be available via: -

- **Direct payments** - allowing you to buy in and arrange help yourself instead of getting it directly from social services

- **Disabled Facilities Grants** - which is money towards the costs of home adaptations to enable you to continue living there

Where the individual is on a low salary they can receive extra money to: -

- top up your salary – e.g. **Income Support** and **Working Tax Credit**
- pay towards costs for special equipment at work and travel – e.g. **Access to Work**

VAT does not have to be paid on certain goods and services if they are for the individual's own use and they have a disability or a long term illness.

7.4 Housing Benefit for Young People

Depending on the circumstances of the “Staying Put” carer, all young people will be expected to claim Housing Benefit from their 18th birthday. Where Housing Benefit is paid, this should be to the Local Authority to fund the accommodation element of the ‘Staying Put’ arrangement. The level of benefit is based on a reasonable rent for a one bedroom dwelling with meals included, which is set by the Local Rent Officer who will provide what is called a Local Reference Rent or a Claim Related Rent for the “Staying Put” carers home.

Young people living in kinship “Staying Put” placements with sisters, brothers and certain extended family members who are formally approved as foster carers are not eligible to claim housing benefit on reaching the age of 18.

Young people who are living with “Staying Put” carers who are in receipt of a means tested benefit will not be expected to claim Housing Benefit.

All young people are required to claim housing benefit if their “Staying Put” carers are not claiming a means tested benefit. In situations where young people are working part-time, and do not claim a means tested personal benefit they will need to claim housing benefit. Earnings over a certain amount will result in a reduction of housing benefit which will need to be made up by a contribution by the young person.

Where the Local Authority financially support the Carer in respect of the rent element of the Staying Put arrangement, the rent should be paid directly to the Local Authority.

7.5 Housing Benefit Guidance

<https://www.gov.uk/housing-benefit/further-information>

From the age of 18 young people (Former Relevant Children) can claim help from Housing Benefit towards their rent where there is a liability to pay rent on a commercial basis.

Where meals are provided in the “Staying Put” arrangement, the level of Housing Benefit is based on a reasonable rent for a one-bedroom dwelling with meals included, which is set by the Local Rent Officer who will provide what is called a Local Reference Rent or a Claim Related Rent for the “Staying Put” carers home. The lowest of these, less an amount for meals, will become the maximum rent used to work out the amount of help given with their rent. Rochdale has identified a rent liability which is included below (See Section 7.12) in order to support the calculation of financial assistance.

Where Housing Benefit is based on the maximum rent, it is possible to request a Pre-Tenancy Determination (which is carried out by the Local Rent Officer) in advance of the Housing Benefit claim being submitted in order to determine the level of Housing Benefit that will be paid on a property.

To be eligible to claim Housing Benefit the young person must be liable to pay rent that is both enforceable and is established on a commercial basis. It is important that the Local Authority is

satisfied that the arrangement is suitable and is not 'contrived'. Children's Services must therefore be involved in setting up the 'Staying Put' arrangement. The rent agreement needs to be clearly outlined and identify what contributions the young person will make. A Licence Agreement (See Appendix B) from the Carers, supported and endorsed by Children's Services sets out the nature of the agreement and the full payment / costs broken down into: -

- Rent
- Support
- Utilities
- Food / Meals

This can be used to evidence the young person's liability to pay rent.

No meals or food is provided – Housing Benefit will be calculated using the Local Housing Allowance.

Meals or food is provided - Housing Benefit is calculated via the 1996 Housing Benefit maximum rent rules relating to 'Boarder' arrangements. This is set by the Local Rent Officer who will provide a Local Reference Rent or a Claim Related Rent for their home. The lowest of these will be used to work out the amount of help given for rent, less an amount for meals.

Young People are able to claim Housing Benefit even when their "Staying Put" carer/s are in receipt of Housing Benefit themselves. However, where carers are in receipt of benefits themselves the non-section 23C element will be counted as income from the "Staying Put" arrangement, this non-section 23C element will be treated as income from a 'Boarder'. **See section on carers' benefits.**

Where Housing Benefit is paid under the 1996 Housing Benefit rules Children's Services "Staying Put" Schemes can request that the Housing Benefit payments are paid directly to Children's Services as agents (sometimes deemed a third party claim) of the carer/s.

Where Housing Benefit is paid under the Local Housing Allowance rules this should be paid to the claimant, unless the claimant is 'vulnerable' in which case the payment can be paid to the landlord or Children's Services as an agent for the landlord. Being previously looked after, and requiring an on-going supported environment should help to highlight the continued 'vulnerability' of the claimant.

Housing Benefit cannot be paid to close relatives; therefore young people who remain living with closely related former kinship/family and friends carers under a "Staying Put" arrangement will not be able to claim Housing Benefit towards their rent liability.

Where the 'Staying Put' Carers' are in receipt of a means tested benefit, payments made by Children's Services under section 23C of the Children Act 1989 via the young person, or directly to the carer/s on behalf of the young person are disregarded when calculating the carer's entitlement to means tested welfare benefits. The section 23C payment is disregarded in its entirety in circumstances where young people continue to live as a member of their former foster carer's family on a non-commercial basis.

Where young people contribute to the arrangement and/or claim housing benefit (which requires a commercial arrangement) they cannot continue to be deemed to be living solely in a familial arrangement and therefore any element of the payment from a source other than the section 23C element is taken into account when calculating the impact on the "Staying Put" carers own welfare benefit claim. The section 23C element will always be disregarded when calculating the "Staying Put" carer's welfare benefit entitlement.

Where a commercial arrangement applies and Housing Benefit is paid to the young person based on a rent officer determination, all non-section 23C payments regardless of their source (Supporting People [or successor funding framework] payments, contributions from the young person, including Housing Benefit) will be counted as income under the 'Boarder' rules.

Where meals are provided, under these rules the first £20.00 and 50% of the remainder is disregarded. For example, if a carer receives £220.00 per week in total for the “Staying Put” arrangement of which £100.00 is paid by the local authority under section 23C, the amount taken into account by the DWP will be £120.00. Of the £120.00, £20.00 and a further £50.00 (50%) is disregarded, therefore the carer will be deemed to have a £50.00 per week income from the ‘Boarder’ (“Staying Put”) arrangement and they will lose £50.00 of their benefit. This arrangement would apply to each young person if two or more young people aged eighteen or over remain in the placement. The local authority could however make a compensatory payment of £50.00 from section 23C (that would be disregarded by the DWP) which would negate the loss of the carer’s benefit.

Where meals are not provided and a commercial arrangement applies and Housing Benefit is paid to the young person based on the Local Housing Allowance rules, all non-section 23C payments regardless of their source will be counted as income under the ‘Income from Sub-Tenants’ rules. Only the first £20.00 per sub-tenant is disregarded. For example, if a carer receives £220.00 per week in total for the “Staying Put” arrangement of which £100.00 is paid by the local authority under section 23C, the amount taken into account by the DWP will be £120.00. Of the £120.00, £20.00 is disregarded, therefore the carer will be deemed to have a £100.00 per week income from the ‘Sub-Tenant’ (“Staying Put”) arrangement and they will lose £100.00 of their benefits. This arrangement would apply to each young person who is deemed a sub-tenant. The local authority could make a compensatory payment of £100.00 from section 23C (that would be disregarded by the DWP) which would negate the loss of the carers benefit.

If the “Staying Put” carer/s is in receipt of Housing Benefit themselves and the young person claims Housing Benefit or Local Housing Allowance (depending if food/meals are included) the amount over the disregarded or ignored sum (see above – ‘Boarder’ or ‘Sub-Tenant’ rules) will be treated as income. The carer/s will then have an amount deducted from their Housing Benefit or Local Housing Allowance based claim according to Housing Benefit income rules.

If the carer/s is in receipt of two means tested benefits i.e. Income Support and Housing Benefit the deduction made will initially be from their Income Support and then Housing Benefit. If Income Support remains in payment then the carer is treated as having no income for purposes of the Housing Benefit claim and maximum Housing Benefit would continue to be payable.

In reality this will result in “Staying Put” carers who are in receipt of means tested benefits losing a percentage of their benefit and possibly opting out of a “Staying Put” Scheme. However, local authorities could choose to make an additional section 23C payment equivalent to the amount of benefits the carer would lose to avoid the carer being out of pocket.

It is important to note that where “Staying Put” carers are not in receipt of any means tested benefits the loss of some of the section 23C payment and disregard will not have any effect if a commercial arrangement is established and the young person claims Housing Benefit for the rent element of the arrangement.

It is also important to note that the section 23C DWP disregard only extends until the young person first leaves the “Staying Put” arrangement. If a young person returns to a “Staying Put” arrangement the whole payment from whatever source will be taken into account by the DWP.

In certain circumstances where a “Staying Put” carer is in receipt of Housing Benefit a Non-dependent Deduction may apply in respect of the “Staying Put” young person. Non-dependent Deductions are normally applied to a person’s Housing Benefit claim in relation to people who are living in their household and who are not counted as part of their family. This is likely to be the case in regard to “Staying Put” young people who are working and have an income. The level of the Non-dependent Deduction would relate to the income of the young person. This would still be the case if the local authority pays the “Staying Put” carer the full cost of the arrangement from section 23C and the young person does not make a contribution to the cost of the arrangement, either through Housing Benefit or a personal contribution. It is also important to note in this circumstance that if the young person claims Housing Benefit, or makes a contribution to the “Staying Put” arrangement it would

become a commercial arrangement and the income would be treated as 'Boarder' or Sub-tenant' income on the non-section 23C element.

Young people aged 18 to 25 in receipt of Income Support, income based Jobseekers Allowance and income related Employment and Support Allowance are unlikely to have an NDD applied to their "Staying Put" carers Housing Benefit claim

Where the "Staying Put" carer is over the pension credit age (the pension credit entitlement age is rising from 60 to 65 between 2010-2020) and is in receipt of Pension Credit more generous disregard rules regarding income from 'Boarder Arrangements' apply and should be explored. In practice, the whole amount paid (in respect of a 'Boarder Arrangement' to the carer in receipt of Pension Credit is likely to be disregarded, regardless of the young person claiming Housing Benefit and the source of the payment.

As fostering regulations cease when a child reaches the age of 18 the primary framework governing these arrangements is tenure law. Young people are deemed excluded occupiers on a license. The Staying Put Carer and young person should sign a licence agreement outlining their liability to pay rent and where they are expected to claim Housing Benefit. The licence agreement should set out the costs, which are broken down into rent, support, utilities and food / meals. Further guidance is provided in the joint DfE/DWP/HMRC guidance.

Housing Benefit is paid to individuals who are required to pay rent, on a low income or claiming benefits, have savings below a certain level, are employed or unemployed. For individual who are single and under 35 years of age, Housing Benefit is only paid for bed sit accommodation or single shared room in shared accommodation.

Housing Benefit is not paid if the individual has savings, live in the home of a close relative, are a full time student (unless disabled or have a child), are an asylum seeker or sponsored to be in the UK and are residing in the UK as a European Economic Area Jobseeker. The benefit cap places a limit on the total amount of benefits an individual can receive.

Housing Benefit can be claimed up to 13 weeks in advance, for example a planned move. Housing Benefit can pay for part or all of the rent; the amount will depend on income and circumstances. Housing Benefit will not be paid for heating, hot water, energy or food. There is not set amount in respect of Housing Benefit and the amount will depend on 'eligible' rent, whether there is a spare room, household income and circumstances. Eligible rent relates to the reasonable rent for a suitable property in the area and includes service charges. Housing Benefit could be reduced due to spare bedrooms. The Government guidance provides advice in respect of reductions for spare bedrooms, sharing bedrooms, single bedrooms (including single adult). Rooms used by students and members of the armed or reserve forces will not be counted as 'spare' if the individual is away and intends to return home.

Private rent will be based on the local housing allowance in the area, the individual's income and savings and circumstances.

Housing Benefit is paid as follows: -

- Council Tenants – into the rent account – the individual would not receive the money
- Private Tenants – into the individual's bank account

A Discretionary Housing Payment may be made if the Housing Benefit doesn't cover the rent. Additional advice can be obtained from the Government Website regarding heating and energy costs via the link above.

Where the individual obtains employment, works more hours or earns more money, some benefits may stop, however Housing Benefit could continue for an extra 4 weeks – Extended Payment of

Housing Benefit – if the individual has received certain benefits continuously for at least 26 weeks up to the time they returned to work. Once the extended payment ends, 'in work Housing Benefit' may be payable.

7.6 Section 23C Payments and Housing Benefit Issues for "Staying Put" Arrangements

Payments made to the "Staying Put" carer by the Local Authority Children's Services under section 23C of the Children Act 1989 via the young person, or directly to the carer/s on behalf of the young person are disregarded when calculating the carer's entitlement to means tested welfare benefits. However, the section 23C disregard only applies where young people continue to live as a member of their former foster carer's family ("Staying Put") on a non-commercial basis. Where young people claim housing benefit (which requires a commercial arrangement) they cannot continue to be deemed to be living as a member of their former foster carer's family ("Staying Put") and therefore any payment from whatever source is taken into account and the section 23C disregard does not apply.

Where a "Staying Put" carer is in receipt of a means tested benefit the young person will not be expected to claim Housing Benefit as the carer is not able to set a commercial rent. The rent element of 'Staying Put' arrangement would be funded by the Children's Services under S23C therefore the carer's benefits are not affected.

Where a 'Staying Put' carer is not in receipt of means tested benefits, the young person is able to claim Housing Benefit without impacting on the 'Staying Put' carers.

7.7 Council Tax and Council Tax Benefit

The arrangements are dependent on the circumstances of the 'Staying Put' carer.

- Where the Staying Put carer(s) are not in receipt of Council Tax benefit and pay full Council Tax, the young person does not have any impact on their Council Tax liability. The young person should submit a claim for Council Tax Benefit for administrative purposes
- Where the Staying Put carer is working and in receipt of the 25% single person reduction, this may continue in respect of a 'Staying Put' arrangement where the young person is a student, as they are counted as 'invisible' in regard to the 'Staying Put' carer's discount.
- Where the Staying Put carer is working and in receipt of the 25% single person reduction, and the young person is not counted as 'invisible' consideration should be given to a Second Adult Rebate, which compensates people who lose a 25% single person discount when a low income person moves in.
- Where the Staying Put carer(s) are in receipt of Council Tax benefit, and a commercial rate is charged in respect of the 'Staying Put' arrangements, the carer's benefits are likely to be impacted.
- In certain circumstances a young person may be treated as a Non-Dependent in terms of the "Staying Put" carers Council Tax Benefit. If this is the case there are set amounts of non-dependent deductions or (NDD's) that are deducted from Council Tax Benefit according to age, status and income

7.8 The Treatment of Benefits

Payments from Children's Services to young people under section 17, section 20, section 23, section 24 and section 31 do not count as income for benefit purposes.

Payments made to young people and passed to former foster carer/s from section 23C (Children Act 1989) are disregarded in the assessment of the former foster carer/s' income for benefit purposes, if the young person was formerly in the claimant's care, is aged 18 or over and continues to live with the claimant within a non-commercial family type arrangement. If the arrangement is a commercial one the section 23C disregard ceases and the information in section 5.5 applies.

7.9 Income Tax and National Insurance Issues for "Staying Put" Arrangements

Staying Put arrangements are defined more broadly by HMRC, including: -

- the young person was looked after immediately prior to their 18th birthday, and
- has a pathway plan, and
- a proportion of the allowance paid to the staying put carer is paid by the local authority.

In such circumstances the arrangement will be regarded as staying put until the young person: -

- reaches the age of 21, or
- completes an agreed programme of education or training being undertaken on their 21st birthday.

The staying put carer need not ever have been a foster carer, so this approach covers some arrangements which are beyond the scope of the Children Act 1989 definition.

Where young people remain living with their former foster carer/s under a "Staying Put" arrangement, Income Tax and National Insurance framework and liabilities apply. All foster carers and "Staying Put" carers must register as self-employed.

The 'Shared Lives' - 'Qualifying Care Relief Guidance' sets out that "Staying Put" carers receive tax exemptions up to a given qualifying amount for each "Staying Put" young person living with them. The "Staying Put" qualifying rate mirrors the system and amounts that applied when the placement was previously a foster care placement.

H.M. Revenue and Customs Help Sheet (hs) 236 sets out information about the 'Shared Lives' - 'Qualifying Care Relief Guidance' - Fostering and "Staying Put" Income Tax and National insurance framework. The Help Sheet highlights that 'If your total receipts from "Staying Put" care in the tax year (the period from 6 April to 5 April) do not exceed your qualifying amount, those receipts will be free from Income Tax for that year. This means that, for tax purposes, you will be treated as having made no profit or loss from "Staying Put" care for that year'.

The qualifying amount consists of two parts which should be added together:

- An annual fixed amount (NB If two or more carers within the same household separately receive payments for "Staying Put" care, the fixed amount should be applied to their combined receipts; If you are a registered foster carer for less than a full year you can claim an appropriate proportion of your fixed amount);
- Plus a weekly amount for each "Staying Put" young person.

The qualifying amount does not affect the personal tax allowance. If the 'Staying Put' care receipts are exempt, the full amount of the personal allowance is available to use against any other income the carer is in receipt of.

The 'Staying Put' exemption does not affect any income from other sources, for example, from employment or from investments. Such other income will be taxed in the normal way.

"Staying Put" carer/s as well as foster carer/s should note that they may be able to claim Working Tax Credits which are administered by HMRC. Fostering / 'Staying Put' care is counted as work for tax credit purposes. The carer's taxable income is used to assess the amount of tax credits that they are entitled to. So, where the carer is paid less than their tax free allowance, their income from caring for Working Tax Credit purposes is also nil.

7.10 Insurance

Staying Put Carers should ensure that they extend any insurance cover which was in place when they were Foster Carers. Parties should be clear in respect of the terms for the insurance policy. The Fostering Team will ensure that Staying Put Carers, including those who no longer have foster children in placement or who have been de registered what support is available to them, including legal support.

The Fostering Team will also ensure that Staying Put carers are advised in respect of their household and car insurance policies, to ensure that this covers their particular circumstances.

7.11 Contribution from Young People to Staying Put Arrangements

The information contained above regarding benefit allowances provides the current allowance for young people. The maintenance allowance paid to young people is based on Jobseeker's allowance (£57.35 in 2014).

Every effort will be made to ensure that young people will be engaged in either education, training or employment, however there may be circumstances whereby some young people are in receipt of benefits.

Contributions will be based on the maintenance allowance and any subsequent earnings or income. Where a young person is in receipt of benefits, 50% of the maintenance amount will be contributed in respect of meals and utilities. The young person will also be responsible for their day to day expenses, clothing and toiletries.

For additional income or earnings received the young person would be expected to contribute 50 pence in every pound (50%). A maximum contribution has been set at £100 per week.

For example,

2014 JSA = £57.35 (aged 16 – 24)

2014 minimum wage

Apprenticeship	£2.73
Under 18	£3.79
18 - 20	£5.13
21 and over	£6.50

- Taking £2.73 as the minimum wage for young people in Staying Put arrangements in an apprenticeship at 36 hours per week this would equate to £98.28.

Deduct the maintenance or JSA allowance

£98.28 - £57.35 = £40.93

50 pence in every pound would provide a contribution rate of £20.46

- Taking £5.13 as the minimum wage for young people in Staying Put arrangements in employment at 36 hours per week this would equate to £184.68.

Deduct the maintenance or JSA allowance

£184.68 - £57.35 = £127.33

50 pence in every pound would provide a contribution rate of £63.66

NB where a young person is in Supported Lodgings, they will be expected to contribute to the cost and this will be calculated in respect of the cost of utilities and food.

The Finance Team should be notified of the financial details of the young person to enable them to calculate the contributions.

It is important that the contribution arrangements from the young person is put in writing to both the young person and the Staying Put carer and included in the Living Together arrangement.

7.12 Calculating Financial Support

The Staying Put payment is based on the former foster placement rate, minus pocket money and clothing allowance as this is replaced by the young person's welfare benefit claim, wages or other such income.

The Staying Put allowance is paid from a number of sources therefore it is important to establish the financial circumstances of the young person and the Staying Put carers.

The 'Staying Put' allowance is based on the former foster placement rate, which would commence on the young person's 18th birthday, minus the pocket money and clothing allowance element, which would be replaced by the young person's entitlement to benefits or income. Not all young people will be entitled to a 'Staying Put' arrangement therefore Christmas / Festival payments, Birthday payment and Holiday payments will not be made to ensure equity with other care leavers.

Where the prospective Staying Put carers are in receipt of skill payments, or are IFA carers, the weekly payment must be taken into consideration when calculating the ongoing financial support. It is recognised that skills payments are paid due to additional needs of a young person therefore with ongoing support from the carer and the stability of the arrangement, it is anticipated that the skills payment would reduce over the three years to 21. Therefore skills payment would reduce by 1/3 each year. Where the former foster carers are IFA carers, it is recognised that this placement may be in relation to the additional needs of the young person therefore a similar arrangement to the skills payment should be considered. These issues must be discussed with the prospective Staying Put Carers prior to submitting the request for extension of payment to the Placement Panel and indicate whether the carers are in agreement.

The following issues need to be considered in preparing to gather information for the financial assessment. The guidance above will support the collation of this information. (See Appendix C)

- The boarding out rate for foster carers for young people aged 16 – 18 years (or the IFA rate)
- The amount of boarding out rate paid in respect of pocket money and clothing allowance
- The current maintenance rate paid to young people
- The date of the young person's 18th birthday in order to ensure that sufficient time has been considered to attend the Placement Panel to request approval of the Staying Put arrangements.
- Whether the young person is in Year 13 of their education and turn 18 years in that academic year, and the date of their final examination. Foster carers will continue to receive the same level of remuneration until 2 weeks after the final examination. Calculate the date of the final examination and add 2 weeks to identify the date payments should commence.
- Whether the young person is in employment, education or training. NB information about the young person's immediate or longer term plans should be considered also as this may impact on the financial arrangements, e.g. currently in receipt of benefits but due to attend Higher Education or start work.
- Whether the young person is in receipt of benefits. NB young people can only claim if the prospective Staying Put Carers are not claiming a means tested benefit.
- Is the young person living in a proposed kinship Staying Put placement with sisters, brothers and certain extended family members who are approved as foster carers – NB the young person is not entitled to Housing Benefit in these circumstances.

- Whether the young person will be living away from home for a period of time i.e. attending Higher Education or joining the Armed Forces.
- Does the young person have any savings or independent income, for example from a relative who has died and bequeathed an amount of money to the young person or a young person who has received a 'Criminal Injuries Claim' payment?
- Whether the prospective Staying Put carers are in employment or in receipt of benefits – NB the young person will not be expected to claim Housing Benefit in these circumstances.
- Whether the prospective Staying Put carers are in receipt of Council Tax benefit, pay the full amount or are entitled to a 25% reduction where the carer is an individual.
- Will the Local Authority be supporting the Staying Put arrangement under Section 23C – this will impact the prospective Staying Put carer's entitlement to means tested welfare benefits?
- Whether the Local Authority will be supporting the young person under section 17, section 20, section 23, section 24 and section 31 – these do not count as income for benefit purposes.
- Will the proposed Staying Put arrangement be on a non-commercial basis? This relates to whether the prospective Staying Put Carers are in receipt of benefit or not.
- Whether the prospective Staying Put carers are existing IFA carers
- Whether the prospective Staying Put carers are in receipt of skill payments, what this relates to specifically in respect of this young person and what support do they require, addressing these issues?
- Whether the prospective Staying Put carers will continue to foster other children and young people.
- Whether the prospective Staying Put carers are in receipt of Housing Benefit
- Whether the prospective Staying Put carers are registered as self employed and are aware of the impact on Income Tax and National Insurance
- What is a reasonable rent for the Staying Put arrangement, this is referred to as a Local Reference Rent or a Claim Related Rent for the Staying Put Carer's home – this can be obtained from the Local Rent Officer
- Are meals / food to be included in the proposed Staying Put arrangements?
- What is the expected amount of rent relating to meals / food?
- Has a licence agreement been developed? The licence agreement should set out the costs, broken down into rent, support, utilities and food / meals.

In setting the level of rent liability, the Local Authority will base this on the Local Housing Allowance rate for a room in a shared house, excluding food and utilities. Young people in 'Staying Put' arrangements would not be classed as living in supported accommodation therefore there would be no further reduction in respect of support provided.

The rent liability for young people in a 'Staying Put' arrangement (2014), excluding meals and utilities would be: -

Heywood	£46.80 per week
Middleton	£66.62 per week
Rochdale	£57.75 per week

The rent liability figure is based on the Local Housing Allowance rate for a room in a shared house. This has been used as a baseline for the purposes of calculation only and does not preclude the young person's circumstances being assessed when they make a claim for Housing Benefit. The rent liability may go up or down when a full assessment is undertaken by the relevant Housing Officer.

The meals liability based on a full board basis is £26.55 and for utilities it is £36.15 in full which is broken down into heating, hot water and lighting. This gives a total amount of £62.70.

Each calculation therefore must address: -

- The boarding out payment
- The rent liability amount

- The meals and utilities amount
- The young person's benefit allowance including Housing Benefit
- The young person's contribution (if in employment or has other income)

The National Minimum Allowance Rates are set out as £179 per week for 16 and 17 year olds (2014). Appendix D Finance Calculation Tool has been designed to support the calculation of payments.

The following examples show how financial assistance will be calculated.

Example 1 - Foster Carer is a Level 1 carer receiving £175 per week. Deduct £30.63 (pocket money and clothing allowance) = £144.37. Young Person is claiming maintenance allowance and contributes £28.67 = £115.70. Housing Benefit is paid at the rent rate identified above, for example for Rochdale at £57.75 = £57.95. Local Authority pays £57.95, Housing Benefit pay £57.75, Young Person contributes £28.67 and also is responsible for clothing and pocket money. NB Housing Benefit can be paid to the Local Authority therefore they would pay £115.70 and be reimbursed £57.75

Example 2 - Foster Carer is a Level 2 carer receiving £266.07 per week. Deduct £30.63 (pocket money and clothing allowance) = £235.44. Young Person is on minimum wage (£5.13) working full time (36 hours) = £184.68, minus £57.35 = £127.33, of which 50% = £63.66 and therefore contributes £63.66 = £171.78. Young Person has no savings. Young Person is not entitled to Housing Benefit. Local Authority pays £171.78, Housing Benefit pay £0.00, Young Person contributes £63.66 and also is responsible for clothing and pocket money

Example 3 - Foster Carer is a Level 1 carer receiving £175 per week. Deduct £30.63 (pocket money and clothing allowance) = £144.37. Young person is at university and receives £57.35 maintenance and £50 rent per week. During holiday times they would contribute £28.67 plus £50 rent = £78.67 = £65.70. Young Person has no savings. NB young person may be entitled to Housing Benefit and any claim will be paid to the Local Authority and deducted from Local Authority payment. Local Authority pays £65.70, Housing Benefit pay £0.00 however the young person may be entitled to claim, Young Person contributes £78.67 and also is responsible for clothing and pocket money

Example 4 - Foster Carer is a Level 4 carer receiving £638.27. Deduct £30.63 (pocket money and clothing allowance) = £607.64. Young person has savings from Criminal Injuries payment which takes them over the benefit rate. Calculate the contributions on the weekly allowance for the young person from their savings or allowance agreed by financial consultant. Deduct £57.35 from the weekly allowance and divide the remaining amount by 2 (50%) – this would be the young person's contribution. NB once the young person's savings falls below the benefit amount they would revert to the examples given above.

Children's Services Finance Officers will support the calculation of contributions from young people and in respect of the payments to Foster Carers and provide written confirmation of the amounts calculated to both the young person and Foster Carer.

NB financial assistance under Staying Put arrangements are subject to annual review or immediate review where the young person's circumstances or Staying Put carers change. Financial assistance should be considered and checked at each Pathway Review.

It is important to remember that young people will have different circumstances and therefore there is no 'one size fits all' approach. The calculations should not be undertaken until support and guidance is provided by the Local Rent Officer, and all relevant information identified above is collated.

8. Disability

The Staying Put arrangement is aimed at former relevant children who require an extended period with their former foster carer/s. Where young people have an ongoing cognitive or physical disability, and require Adult Social Care support, every effort should be made to convert their foster placement

into an Adult Placement / Shared Lives Arrangement when the young person reaches their 18th birthday, in order to ensure that both the young person and the carer have a formal regulatory and safeguarding framework that addresses their needs. A Staying Put arrangement under such circumstances cannot be determined solely on financial grounds, but should be based on the principle of 'no detriment'.

Adult Social Care should be involved in the Pathway Planning. Financial and casework responsibility would transfer to Adult Social Care at 18 years. Adult Social Care will be notified of any young person who may require ongoing support post 18 when they are 14 years of age and joint working will commence at 16 years of age. Reference should be made to the information above with regard to claiming appropriate benefits and **Adult Social Care Procedures**.

9. Fostering Service

The Fostering Service will support Staying Put carers, where they continue to be Foster Carers or where they are de-registered. They will also support previously registered IFA carers who have been de-registered by the IFA.

The Commissioning Team and Fostering Service should consider Staying Put arrangements in relation to matching arrangements for a child or young person at the stage they are placed with a foster carer. The Commissioning Team should ensure that contractual arrangements with IFA providers

The supervising social worker from the Fostering Service will be involved from an early stage, potentially from placement. Considering the possibility Staying Put arrangements as a possibility when the young person reaches the age of 18 years and ensure that this is included in the contract and when approval is provided by the Head of Service and Assistant Director. IFA Foster Carers should be clear in respect of the financial support they would receive should they consider Staying Put arrangements and the support they would receive. The principle of Staying Put arrangements should be considered in every placement made. The concept of Staying put arrangements must be shared with Foster Carers at the skills to foster training.

Whilst the Foster Care Framework contract does not include Staying Put within the terms and conditions, IFAs have included the cost in their core cost specification as a guide only. The Local Authority is therefore not obliged to pay the fees identified by IFAs.

Reference should also be made to the **Fostering Service Procedures**.

10. Unaccompanied Asylum Seeking Children (UASC)

Unaccompanied Asylum Seeking Children must prove that they have been living in the UK for 3 months before they claim benefits if they are: -

- A UK national who has recently returned from abroad and they haven't not work since coming back to the UK
- An **EEA national** and haven't worked since arriving in the UK

For EEA national's who have worked or been self employed in the UK since arrival, the following proof should be provided: -

- evidence of your earnings
- details of employment

The individual must attend the Jobcentre (usually every 2 weeks or when asked) to evidence how they have been searching for a job to keep getting JSA. This is known as 'signing on'

11. Monitoring Arrangements

All 'Staying Put' arrangements will be monitored and supported via the Pathway Plan, which will include visits to the young person and the carer at an agreed frequency and a review meeting at least every 6 months. Where a 'Staying Put' arrangement is not supported but continues to take place, the Personal Advisor will continue to monitor and support the young person. Any safeguarding issues will be appropriately raised with Adult Social Care if no children are involved. All 'Staying Put' Carers and staff are aware of their responsibilities in respect of sharing safeguarding concerns regarding an adult, who was a former cared for child, and is living in a 'Staying Put' arrangement, and children are not involved including: -

- Contact made to Adult Social Care responsible for the area the adult / young person is living
- Consent obtained from the adult potentially at risk
- Consideration in relation to the capacity of the adult at risk unless other people appear to be at risk of harm, it is in the public interest, the person is exposed to life threatening risk and they are unreasonably withholding consent, the adult appears to lack mental capacity or has impaired mental capacity re consent

12. Ending a 'Staying Put' Arrangement

Staying put provides an opportunity for young people to learn from their experiences and mistakes in a safe environment. In common with their peers living in their own families, this can sometimes mean making decisions, which they later regret. This could include moving out into a bedsit, or lodgings and finding the reality of living alone harder than anticipated.

It would be appropriate in such circumstances for the staying put carer to continue to give support and to take the young person back into their household should the new living arrangement not work out, as would any reasonable parent. This may be a time when the young person is particularly vulnerable, and the local authority will continue to provide support to the young person under the leaving care regulations. Good practice would be to continue to support the staying put carers for an agreed period. Should the young person move back to live with their former foster carer the arrangement should continue to be properly supported in accordance with local authority duties towards care leavers. Whilst the act of moving out in the first place will mean that it is no longer defined as a staying put arrangement under the Children Act 1989, or by the DWP, in practice it will be no different and so the same support will be needed.

Both the young person and the 'Staying Put' carer are able to terminate the arrangement before the young person reaches the age of 21 years.

Where the 'Staying Put' arrangement is not considered to be in the best interest of the young person, support will be withdrawn in respect of financial assistance but not in respect of visiting and monitoring arrangements. Every effort would be made to discuss the areas of concern with the young person and the carer and to come to an agreed plan to end the 'Staying Put' arrangement and support alternative accommodation arrangements.

The 'living together' agreement will address circumstances whereby the arrangement would end, whether a period of notice is required where appropriate and implications of ending the arrangement. Support will continue to be provided where appropriate to maintain the relationship between the young person and the carer.

13. Appeal against Local Authority Decisions

Where a young person does not feel that the Local Authority has provided sufficient or appropriate support they should speak to their Independent Reviewing Officer and request a review of their pathway plan. All young people cared for and care leavers are advised of their right to complain and access to an independent advocate and should be reminded of these rights if they are dissatisfied. All complaints from young people are treated seriously and will be investigated according to the Procedure.

Where a carer is dissatisfied with the support provided to a young person they can also complain. Where their dissatisfaction relates to their role as a 'Staying Put' carer, this will be considered under the Complaints Procedure if it is not within the scope of Children's Services Procedure.

14. Useful Information and Links

14.1 Statutory guidance

- The Children Act 1989 Guidance and Regulations Volume 2: Care Planning, Placement and Case Review. Specifies support requirements for young people in care who may be preparing for staying put. <https://www.gov.uk/government/publications/children-act-1989-care-planning-placementand-case-review>
- The Children Act 1989 Guidance and Regulations Volume 3: Planning Transition to Adulthood for Care Leavers (DfE, revised May 2014), Chapter 7 para 7.19 to 7.59 specifies revised statutory guidance regarding 'Arrangements for living with former foster carers after reaching adulthood' <https://www.gov.uk/government/publications/children-act-1989-transition-to-adulthood-for-care-leavers>

14.2 Financial arrangements

- 'Staying Put': Arrangements for Care Leavers aged 18 and over to stay on with their former foster carers, DfE, DWP and HMRC Guidance May 2013 <https://www.gov.uk/government/publications/staying-put-arrangements-for-care-leavers-aged-18-years-and-above>
- HMRC Help sheet 236 Qualifying care relief www.hmrc.gov.uk (search for 'Qualifying Care Relief' or 'Helpsheet 236')

14.3 Information for young people

- Know Your Rights, Know Your Benefits: A guide for young people in and from care (Catch 22) <http://resources.leavingcare.org/uploads/ede7b4f3ac9752c3175675175ea12b99.pdf>
- Staying put guide for young people – available later in 2014 from www.leavingcare.org

14.4 Research

- Evaluation of the Stay Put Pilot -18 Plus Family Placement Programme: Final report <https://www.gov.uk/government/publications/evaluation-of-the-staying-put-18-plus-familyplacement-programme-final-report>
- Staying Put: 18+ Family Placement Programme: Peer Research Report <https://www.gov.uk/government/publications/evaluation-of-the-staying-put-18-plus-familyplacement-programme-final-report>

14.5 Practice guidance

- Staying Put: Frequently Asked Questions For fostering services: <http://www.fostering.net/all-about-fostering/providers/staying-put-update#.U4XdIvldXsc>
- For foster carers: <http://www.fostering.net/all-about-fostering/foster-carers/staying-put-faq#.U4Xd0fldXsd>

14.6 Care leavers

- Care Leaver Strategy <https://www.gov.uk/government/publications/care-leaver-strategy>
- Care Leavers' Charter <https://www.gov.uk/government/publications/care-leavers-charter>
- Care Leavers Entitlements Inquiry http://www.thewhocarestrust.org.uk/data/files/Entitlements_Inquiry_Full_Report.pdf

14.7 Helpful Contacts

- The Fostering Network member helpline, 020 7401 9582, info@fostering.net, www.fostering.net
- Coram Voice (advice for young people), 0808 800 5792, www.coramvoice.org.uk
- Fostering Information Exchange (discussion forum) <https://knowledgehub.local.gov.uk/web/fosteringinformationexchange>
- British Association for Adoption and Fostering (advice on policy, practice and legislation), 020 3597 6116, adviceengland@baaf.org.uk,
- Also regional advice lines – see website www.baaf.org.uk,
- Fosterline (information and advice for foster carers), 0800 040 7675, enquiries@fosterline.info, www.fosterline.info

14.8 Local Contacts

-

Living Together Agreement

Date: agreed on to start on

This agreement is made between you, and (“Staying Put” Provider).

It allows you to stay at: and sets out what will be expected of you and what you can expect.

Issues to be considered in respect of the ‘Living Together Agreement’ (NB this is not an exhaustive list and should be informed by the Young Person, Carer, Social Workers involved and Personal Advisor).

- Time the young person has to return home by at night
- Friends and partners visiting or staying at the address
- Staying out overnight – by agreement, with whom, how many (NB housing benefit and carer’s financial support may be impacted if the young person is not residing in the ‘Staying Put’ arrangement on a consistent basis)
- Issues relating to younger foster children in the placement – safeguarding, being a positive role model and time keeping
- Safeguarding issues
- Checking room to ensure welfare and suitability
- Education, training and employment activities
- Health arrangements
- Use of alcohol inside and outside the home
- Smoking inside the home
- Use or ownership of illegal substances in the property
- Attending college, work
- DBS check to be completed and updated as required
- Pets
- Paying rent
- Notifying the carer of damage or things that are broken
- Paying for loss or damage to furniture or belongings in the home
- Utilising the support which the pathway plan identifies
- Not abiding by the expectations
- Moving on arrangements
- Notice period

Some issues may relate to support to be provided by the Foster Carer/s for example

- Attending appointments
- Budgeting including credit cards, loan agreements, mobile phone contracts, benefit claims etc
- Shopping for a weekly meal plan
- Attending appointments
- General preparation for adulthood and independence tasks

Licence Agreement – Staying Put Agreement

Date: agreed on to start on

This agreement is made between you, and (“Staying Put” Provider).

It allows you to stay at: and sets out what will be expected of you and what you can expect.

You will have your own accommodation.

The full cost of supported lodgings will be £ per week.

.....’ income will be £

After assessment by the Children’s Social Care Finance Department, contribution will be £ per week

Local Housing Allowance is £

‘Staying Put’ will pay £

Your contribution will be reviewed on a regular basis. Please keep all your wage slips as these are needed to assess your contribution. Any increase or decrease in wages needs to be brought to the attention of your Leaving Care Case Worker,

If you want to move out of, you must let the provider know at least 4 weeks before you want to move. The provider can also end the “Staying Put” Agreement at any time by giving 4 weeks’ notice.

..... agrees that the conditions of her occupying this accommodation are:

- S/he will pay the rent regularly and on time.
- S/he has read and understood the expectations, which say what she must do.
- S/he agrees to do all the things that are set out in the expectations.

Signed: (young person) Date:

By this agreement permit to occupy the above accommodation.

Signed: (Provider) Date:

EXPECTATIONS - THE THINGS YOU MUST DO:

- You must use the support which your pathway plan says you need.
- If at any time, the Provider is worried about your safety, they have the right to enter your room to check on your welfare.
- You must pay the correct agreed amount of rent and keep the payments on time.
- You must pay for any loss or damage to your own furniture or belongings.
- You must let the provider know if anything is broken or needs mending.
- You must ask if you want to keep a pet.

- You must be considerate to all the people who share the house.
- You must NOT invite anyone else to share your room. Overnight visitors must be agreed beforehand with your provider.
- You must not use or keep illegal substances in the property.
- The provider can end the “Staying Put” Agreement at any time by giving 4 weeks’ notice and will do so if either:
 - You stop paying your rent.
 - You do not stick to the above expectations.

Aspects of welfare reform covered:

1 - Young people’s ability to manage claims

- Payments to landlords
- Monthly payments
- Payments will be made to households not to individuals
- Sanctions and conditionality
- Online self-service approach – limited face-to-face support

2 - Negotiating local arrangements

- Arrangements for the transfer of Social Fund to Local authorities
- Council tax benefit
- Discretionary Housing Payments

3 - Partnership working

- Setting up claims prior to 18th
- Leaving care teams being able to act as ‘intermediaries’ for Jobseekers agreements
- UASC and date of birth discrepancies between Home Office and DWP

4 - Housing related benefit reforms

- Benefit caps
- Shared room rate LHA up to the age of 35 not 25
- Local arrangements for housing benefit in supported accommodation (exempt accommodation)
- Temporary accommodation at LHA rates
- Housing benefit for under 25
- Young people "staying put"

5. Support to engage young people in ETE

- Work programme
- Youth Contract and support for disengaged NEET 16/17 year olds
- Second chance learning

6. Other issues

- Lack of understanding of the special rules that apply to care leavers

Preparation for Financial Assistance Calculation

	Issue	Comment	Amount
1	The boarding out rate for foster carers for young people aged 16 – 18 years (or the IFA rate)		
2	The amount of boarding out rate paid in respect of pocket money and clothing allowance		
3	Whether the young person is in receipt of benefits. NB young people can only claim if the prospective Staying Put Carers are not claiming a means tested benefit.	Yes / No	
4	Whether the young person is in employment, education or training. NB information about the young person's immediate or longer term plans should be considered also as this may impact on the financial arrangements, e.g. currently in receipt of benefits but due to attend Higher Education or start work.	Education / Employment / Training	
5	The current maintenance rate paid to or income of young person		
6	Whether the young person is in Year 13 of their education and turn 18 years in that academic year, and the date of their final examination. Foster carers will continue to receive the same level of remuneration until 2 weeks after the final examination. Calculate the date of the final examination and add 2 weeks to identify the date payments should commence.	Yes / No Date of Final Exam Date 2 weeks after Final Exam	
7	Is the young person living in a proposed kinship Staying Put placement with sisters, brothers and certain extended family members who are approved as foster carers – NB the young person is not entitled to Housing Benefit in these circumstances.	Yes / No	
8	Whether the young person will be living away from home for a period of time i.e. attending Higher Education or joining the Armed Forces.	Yes / No	
9	Does the young person have any savings or independent income, for example from a relative who has died and bequeathed an amount of money to the young person or a young person who has received a 'Criminal Injuries Claim' payment?	Yes / No Details: -	
10	Whether the prospective Staying Put carers are in employment or in receipt of benefits – NB the young person will not be expected to claim Housing Benefit in these circumstances.	Yes / No Details: -	
11	Whether the prospective Staying Put carers are in receipt of Council Tax benefit, pay the full amount or are entitled to a 25% reduction where the carer is an individual.	Yes / No Details: -	
12	Will the Local Authority be supporting the Staying Put arrangement under Section 23C – this will impact the prospective Staying Put carer's entitlement to means tested welfare benefits?	Yes / No	
13	Whether the Local Authority will be supporting the	Yes / No	

	young person under section 17, section 20, section 23, section 24 and section 31 – these do not count as income for benefit purposes.		
14	Will the proposed Staying Put arrangement be on a non-commercial basis? This relates to whether the prospective Staying Put Carers are in receipt of benefit or not.		
15	Whether the prospective Staying Put carers are existing IFA carers	Yes / No Details: -	
16	Whether the prospective Staying Put carers are in receipt of skill payments, what this relates to specifically in respect of this young person and what support do they require, addressing these issues?	Yes / No Details: -	
17	Whether the prospective Staying Put carers will continue to foster other children and young people.	Yes / No	
18	Whether the prospective Staying Put carers are in receipt of Housing Benefit	Yes / No Details: -	
19	What is a reasonable rent for the Staying Put arrangement, this is referred to as a Local Reference Rent or a Claim Related Rent for the Staying Put Carer's home – this can be obtained from the Local Rent Officer		
20	Are meals / food to be included in the proposed Staying Put arrangements?	Yes / No Details: -	
21	What is the expected amount of rent relating to meals / food?		
22	Has a licence agreement been developed? The licence agreement should set out the costs, broken down into rent, support, utilities and food / meals.	Yes / No Details: -	
23	Any other financial information which may be relevant.		

STAYING PUT ALLOWANCE

FINANCE CALCULATION TOOL

YOUNG PERSON'S DETAILS

Young Person's Name	
Young Person's Date of Birth	
Young Person in Education / Employment / Training / Claiming Benefits	Education / Employment / Training / Claiming Benefits
Young Person in Year 13 of education	Yes / No
Date of final examination (Year 13)	
Young Person will be living away from home	Yes / No
Reason Young Person will be living away from home	University / Army / Other
Young Person has savings / independent income	Yes / No Details: -

FOSTER CARER'S DETAILS

Foster Carer/s Name(s)	
Foster Carer/s are Family / Friend Foster Carers	Yes / No

Foster Carer/s in Employment / Claiming Benefits	Employment / Claiming Benefits Details: -
Foster Carer/s in receipt of Council Tax benefit	Yes / No Details: -
Foster Carer/s in receipt of Skills Payment	Yes / No Details: -
IFA Foster Carer/s	Yes / No Details: -
Meals included in 'Staying Put' arrangement	Yes / No

CALCULATION TOOL

FOSTER PLACEMENT (16 – 17 YEARS)		STAYING PUT ARRANGEMENT (18 YEARS PLUS)		
Boarding Out Rate	Amount per Week	Total Staying Put Rate per Week	Amount	Who will pay
Total Amount	Level 1 - £175	Level 1 - £175	£144.37	See below
	Level 2 - £266.07	Level 2 - £266.07	£235.44	See below
	Level 3 - £380.51 (1 st child)	Level 3 - £380.51 (1 st child)	£3349.88	See below
	Level 3 – £302.48 (2 nd child)			
	Level 4 - £638.27	Level 4 - £638.27	£607.64	See below

Maintenance Element				
Food		£26.55		
Clothing	£18.38	No longer paid		Young Person
Toiletries		No longer paid		Young Person
Pocket Money / Savings	£12.25	No longer paid		Young Person
Christmas / Festival,	£109.64	No longer paid		N/A
Birthday allowances	£55.03 (level 1 and 2 only)	No longer paid		N/A
Leisure activities including Holidays	£301.32 (level 1 and 2 only)	No longer paid		N/A
Transport Costs				
Accommodation Costs				
Utilities		£36.15		
Rent Liability	Heywood £46.80 per week Middleton £66.62 per week Rochdale £57.75 per week			
University Accommodation	£50 per week			
Holiday Accommodation	£50 per week		£50	Young person
Young Person's Contribution				
Maintenance rate	£57.35	50%	£28.67	
Housing Benefit Allowance	To be determined			
Income / Earnings	See Section 7.11 of Procedure			
Young Person's Savings	To be determined			
Foster Carer Payment				
Skill Payment	Level 2 - £266.07 Level 3 - £380.51 (1 st child) Level 3 - £302.48 (2 nd child) Level 4 - £638.27			
IFA payment rate	Individual Rates Set			
Retainer Fee	Level 1 - £175 Level 2 - £266.07	50% 50%	Level 1 - £87.50 Level 2 - £133.03	

	Level 3 - £380.51 (1 st child)	50%	Level 3 - £190.24	
	Level 3 - £302.48 (2 nd child)	50%	Level 3 - £151.24	
	Level 4 - £638.27	50%	Level 4 - £319.13	