

## Community Services Fees and Charges Proposals – 2014/15

### 1 Adult Social Care

- 1.1 Councils have the power to charge for certain social care services, and are required to have a charging policy that is demonstrably fair and does not undermine the overall objectives of social care – that is, to promote both independence and social inclusion of service users. It is recognised that the level of fees and charges can have a direct impact on usage and take up, and in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay.
- 1.2 The Council's policy is therefore to charge service users an 'affordable' amount, which is uplifted by inflation each year where appropriate. However, where other local authorities, or Health organisations, are purchasing Council services on behalf of their service users, the charges made to these organisations are designed to reflect the actual costs of the service.
- 1.3 West Berkshire Council's Fairer Charging Policy for non residential services, introduced in 2003, states the individual will have one assessed charge for all services. All services will be added together before a service user is financially assessed. This principle is retained in the 2012 revision of this policy, WBC Fairer Contribution Policy.
- 1.4 The guidance allows for a prescribed list of allowances, for example, rent, mortgage, council tax, buildings insurance etc plus disability related costs, for example, community alarm system, extra heating costs that meet an individual's presenting care needs.
- 1.5 These allowances are then deducted from the total income to give an assessable income.
- 1.6 From April 2012 any new or reviewed eligible individual requiring support from Adult Social Care will receive this in the form of a Personal Budget through which they can arrange their support. As of 1<sup>st</sup> April 2011 individuals have been charged for each day they have booked at a Resource Centre and only in exceptional circumstances will charges be waived for non attendance.
- 1.7 There are generally two types of charges – discretionary and statutory.

## **Discretionary Charges**

- 1.8 The Council has chosen, where appropriate to increase prices by 2.7% in line with current estimations of CPI.
- 1.9 The increase proposed for laundry is 20p bringing the total cost to £7.80.
- 1.10 Community Based Services will be charged at the actual cost of the service, including administration costs.
- 1.11 Meals provided in WBC Resource Centres will be increased by 10p to £4.70.
- 1.12 Outreach workers based at WBC's Resource Centres will increase by 50p to £17.50.
- 1.13 WBC Provider Services offers Footcare service which will rise from £15.50 to £19.00. The first visit from Footcare will provide the necessary equipment and this will increase from £11.30 to £11.50.
- 1.14 WBC provided Day Opportunities will increase by £1.20 to £44.20 per day. Transport provided by WBC to transport service users to Council Resource Centres or West Berkshire MENCAP services will increase by 25p to £8.00.
- 1.15 The charge to other local authorities and Health organisations for place in West Berkshire Resource Centres is increasing by 2.7%. The charge is based on an inflationary uplift. The proposed new charges will be:
- |                     |         |
|---------------------|---------|
| Older People        | £ 61.60 |
| Learning Disability | £100.60 |
| Physical Disability | £ 94.00 |
- 1.16 Other Day Centre and Transport will be charged at the actual cost.
- 1.17 The Adult Placement management fee will increase by £2.20 from £81.00 to £83.20.

## **Statutory Charges**

- 1.18 The method of assessing contributions from clients in long-term residential care is covered by CRAG regulations issued by the Department of Health.
- 1.19 The charges to full cost payers in WBC Homes for the Elderly, and to other local authorities who access services run by West Berkshire Council, are

based on current information in respect of cost and the estimated number of clients using the service. The proposed full standard charge for WBC Homes for the Elderly is to remain at £753.00.

1.20 Deputyship Fees are set by the Court of Protection.

<b>Adult Social Care</b>		
<b>Description</b>	<b>Fees 2013/2014</b>	<b>Proposed Fee 2014/2015</b>
<b>Service - All client groups</b>		
Residential care independent sector homes - full cost per week	Actual cost	Actual cost
Laundry Service	£7.60	£7.80
Meals provided in WBC Resource Centres	£4.60	£4.70
WBC Resource Centre outreach workers	£17.00	£17.50
WBC Transport - maximum charge per journey	£7.75	£7.95
WBC Footcare service regular appointment	£15.50	£19.00
WBC Footcare Equipment	£11.30	£11.50
External day activities	Actual cost	Actual cost
WBC Resource Centres - charge to other LA's/PCT's		
- Older People	£60.00	£61.60
- LD	£98.00	£100.60
- PD	£91.50	£94.00
Charges to any organisation using WBC Resource Centres; Greenfields, Hungerford & Phoenix	Actual cost	Actual cost
WBC Resource Centres - charge per day	£43.00	£44.20

<b>Adult Social Care</b>		
<b>Description</b>	<b>Fees 2013/2014</b>	<b>Proposed Fee 2014/2015</b>
<b>Service - Older People</b>		
Residential care WBC Homes - full cost per week	£753.00	£753.00
Residential care WBC Homes - charge the assessed contribution whilst in hospital if bed retained at the home	Assessed charge	Assessed charge
Residential care WBC Homes - charge the assessed contribution from date of admission even if client subsequently decides to leave the home during the review period	Assessed charge from date of admission	Assessed charge from date of admission

<b>Service - Learning Disabilities</b>		
Transporting clients from care homes to resource centres (charge to provider)	Actual cost	Actual cost
Adult Placement - management fee	£81.00	£83.20

<b>Resource Centre - Rental Charges</b>						
	<b>Fees 2013/2014</b>			<b>Proposed Fees 2014/2015</b>		
<b>Room</b>	<b>Daily Rate</b>	<b>Half Day Rate</b>	<b>Hourly Rate</b>	<b>Daily Rate</b>	<b>Half Day Rate</b>	<b>Hourly Rate</b>
<b>Phoenix Resource Centre</b>						
Ground floor woodwork room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
External car washing facility	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor Theatre	From £60.00 to £100.00	From £30.00 to £50.00	From £10.00 to £18.00	From £61.60 to £102.70	From £30.80 to £51.40	From £10.30 to £18.50
First floor Theatre office	£12.00	£6.00	N/a	£12.30	£6.20	N/a
Ground floor frailty and dementia suite	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor physical disability suite	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor sensory cooking room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor sensory room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor optimusic room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor snackbar and dining room	£60.00	£30.00	£10.00	£61.60	£30.80	£10.30
Ground floor small activity room	£20.00	£10.00	£4.00	£20.50	£10.30	£4.10
Craft activity room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
First floor computer suite	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
First floor activity / office space - full space	£80.00	£40.00	£14.00	£82.20	£41.10	£14.40
First floor activity / office space - half space	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
First floor activity / office space - medium	£60.00	£30.00	£10.00	£61.60	£30.80	£10.30
Art room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
First floor large meeting room	£25.00	£12.50	£5.00	£25.70	£12.80	£5.10
First floor small meeting room	£15.00	£7.50	£2.50	£15.40	£7.70	£2.60
Accessible shower facility and personal care rooms	N/a	N/a	£7.50	N/a	N/a	£7.70

<b>Resource Centre - Rental Charges</b>						
	<b>Fees 2013/2014</b>			<b>Proposed Fees 2014/2015</b>		
<b>Room</b>	<b>Daily Rate</b>	<b>Half Day Rate</b>	<b>Hourly Rate</b>	<b>Daily Rate</b>	<b>Half Day Rate</b>	<b>Hourly Rate</b>
<b>Hungerford Resource Centre</b>						
Ground floor main activity room	£80.00	£40.00	£14.00	£82.20	£41.10	£14.40
Ground floor computer suite	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Ground floor quiet room	£20.00	£10.00	£4.00	£20.50	£10.30	£4.10
Ground floor hairdressing salon	£20.00	£10.00	£4.00	£20.50	£10.30	£4.10
First floor meeting room 1	£40.00	£20.00	£4.00	£41.10	£20.50	£7.20
First floor meeting room 2	£40.00	£20.00	£4.00	£41.10	£20.50	£7.20
Accessible bath facility and personal care rooms	N/a	N/a	£7.50	N/a	N/a	£7.70

<b>Greenfield Resource Centre</b>						
Atrium	£30.00	£15.00	£5.00	£30.80	£15.40	£5.10
Computer suite	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Frailty and dementia suite	£60.00	£30.00	£10.00	£61.60	£30.80	£10.30
Physical disability suite	£60.00	£30.00	£10.00	£61.60	£30.80	£10.30
Learning disability suite	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Optimusic / sensory room	£40.00	£20.00	£7.00	£41.10	£20.50	£7.20
Small office	£20.00	£10.00	£4.00	£20.50	£10.30	£4.10
Accessible bath facility and personal care rooms	N/a	N/a	£7.50	N/a	N/a	£7.70

**Hourly rate applies for bookings of between 1 and 2 hours, all bookings over this time duration are charged as a half day.**

## Housing

- 1.21 The rental costs of temporary accommodation, secure tenancies, Do It Yourself Shared Ownership (DIYSO) and Gypsy and Traveller accommodation owned or let by West Berkshire Council, will be increased by 3.7%. This represents the national formula of RPI (as at September) plus 0.5%.
- 1.22 The Council also charge for homeless households placed in Bed and Breakfast accommodation. Households will need to claim Housing Benefit, or will be charged up to the amount Housing Benefit would pay, if they were eligible, in addition households will need to pay the ineligible charges set out in the table below.
- 1.23 In some instances, the Council provides transport to temporary accommodation for households who have no other means of getting to that accommodation. The full cost of providing the transport will be recharged, in full to the client.
- 1.24 The Council provides repairs and maintenance to a small supply of temporary accommodation, including an out-of-hours service. In the event that a tenant or licensee uses the emergency service for a non-emergency repair, or fails to attend an appointment for a contractor to attend to a repair, a charge of £30 will be made to cover the call-out. Where repairs arise as a result of neglect or damage caused by the tenant or licensee, or a member of their household, or a visitor to their home, the full cost of the repair will be recharged to the tenant or licensee.

<b>Care Commissioning, Housing &amp; Safeguarding</b>			
<b>Description</b>	<b>Fees 2013/2014</b>	<b>Proposed Fee 2014/2015</b>	<b>Notes</b>
<b>Service - Housing</b>			
Copy of Housing Needs Assessment	No charge	No charge	Local Authorities do not charge for this
Average rent for temporary accommodation per week	£99.79	£103.48	Rents vary according to the size of the accommodation offered. This shows the average charge per week.
Do It Yourself Ownership rent	3.1% on individual contracts	3.7% on individual contracts	
Bed and Breakfast charging	See table below	See table below	Policy adopted 15/12/11
Transport costs to temporary accommodation	Actual cost	Actual cost	Policy adopted 15/12/11

<b>Ineligible charges for Bed and Breakfast accommodation</b>					
	<b>Fees 2013/2014</b>				<b>Proposed Fees 2014/2015</b>
<b>Household</b>	<b>Heating, lighting &amp; hot water</b>	<b>Breakfast</b>	<b>Total per week</b>	<b>Total per day</b>	
Single person	£15.30	£3.15	£18.45	£2.64	Charges are set by the Department for Work and Pensions and will not be known until February 2014
Couple - no children	£15.30	£6.30	£21.60	£3.09	
Single person + 1 child	£15.30	£6.30	£21.60	£3.09	
Single person + 2 children	£15.30	£9.45	£24.75	£3.54	
Single person + 3 children	£15.30	£12.60	£27.90	£3.99	
Single person + 4 children	£15.30	£15.75	£31.05	£4.44	
Couple + 1 child	£15.30	£9.45	£24.75	£3.54	
Couple + 2 children	£15.30	£12.60	£27.90	£3.99	
Couple + 3 children	£15.30	£15.75	£31.05	£4.44	
Couple + 4 children	£15.30	£18.90	£34.20	£4.89	



## 2 Young People Services

- 2.1 The Children Service's half of the directorate has two areas of income generation. The majority of income (non buy back) generated relates to Home to School Transport and the Youth Service. An increase to fees and charges has not been applied to the base budget for the Youth Service in 14 -15 due to economic factors impacting on the services ability to generate income in financial years 12-13 and 13-14. Also the Youth Service in line with Council priorities has moved away from universal youth provision toward more targeted work which does not have the capacity to generate significant income.
- 2.2 Fees and charges can have a direct impact on usage and take up.
- 2.3 In some circumstances the Council is providing services in direct competition to the private sector. Where this is the case, price is likely to have a direct link with demand and it is important that the Council does not 'price itself out of the market';
- 2.4 Raising fees and charges can in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay;
- 2.5 Some income generating activities are subject to contractual arrangements where the actual levels of charges are set by the contractor, taking into account market factors and the parameters agreed with the Council to meet its social inclusion agenda. In these cases, marginal increases in fees and charges (within Council parameters) are retained by the contractor and therefore do not have a direct impact on council budgets

### **Youth Service.**

- 2.6 Youth Officers have set fees and charges across all the centres to ensure compatibility. This includes size of venue and resources available. The fees and charges will remain unchanged due to the economic downturn impacting on demand levels for universal youth services. By keeping costs the same the intention is to generate increased demand.

<b>Youth Services - Youth and Community Services</b>		
<b>Description</b>	<b>Moorside Centre</b>	<b>Waterside Centre</b>
	<b>Proposed Fees 2014-15</b>	<b>Proposed Fees 2014-15</b>
Small Hall / Theatre	£13:25	£13:30
Large Hall / Gymnasium	£18:00	£18:00
Kitchen & coffee Bar	£11:00 + £5:30 for kitchen per booking	£11:00 + £10 per booking for kitchen
Outside Courts/ Play Areas	£19:00 and £29:95 with lights	N/A
Stage / Lighting / Sound Additional Charge dependent upon individual requirements	On application	On application
<b>Facility hire to Commercial Organisations</b>		
Small Hall / Theatre	£19:90	£19:90
Large Hall / Gymnasium	£27:50	£27:50
Kitchen & coffee Bar	£16:60 + £5:30 per booking for kitchen	£16:60 + £10 per booking for kitchen
Outside Courts/ Play Areas	£19:00/with lights £29:95	
<b>Evening Parties/Weddings</b>		
Meeting Room	As for commercial hire	
Small Hall / Theatre	As for commercial hire	
Large Hall / Gymnasium	As for commercial hire	
Kitchen & coffee Bar	As for commercial hire	
<b>Activity programme for Young People</b>		
Annual Youth Club Membership varies according to Nature of Club		
Basic Sessional Charge	£0.60	n/a

## Children's Centres

2.7 The Children Centre may enter into hire agreements in order to deliver services to children, young people, families and the local community and in order to generate an income to support the running costs of the Children's centre. Children's centres are non-profit making organisation and as such it is agreed that West Berkshire Children Centres do not charge statutory or voluntary providers for use of the Centres' facilities where they are delivering services for families with children 0-5 years that fall within the remit of Children's Centres e.g.

2.8 Family Groups and contact visits held by Children Services

2.9 Clinics and drop-in's held by Health Professionals

2.10 Services provided by Voluntary Organisations

Children Centres		
Room Hire	Non profit Organisation	Profit Organisation
Burghfield	£8.00	£15.50
South Newbury	£8.00	£15.50
Pangbourne	£8.00	£15.50
Calcot/Theale	£8.00	£15.50
Chieveley & Area	£8.00	£15.50
Tilehurst	£8.00	£15.50
South Thatcham	£8.00	£15.50

**Note : contributions are accepted for Stay and Play activities towards refreshments**

<b>Children Centres</b>				
<b>North Thatcham</b>				
<b>Hall Hire Charges</b>				
<b>Length of Hire</b>	<b>Cost of Hall Hire</b>	<b>Caretaker Opening Charge</b>	<b>Caretaker Waiting Time Charge</b>	<b>Total</b>
1 Hour	£15.50	£9.08	N/A	£24.08
2 Hours	£30.50	£9.08	£6.06	£45.14
3 Hours	£45.50	£9.08	£9.09	£63.17
4 Hours	£60.50	£9.08	£12.12	£81.20
5 Hours	£75.50	£9.08	£15.15	£99.23
6 Hours	£90.50	£9.08	£18.18	£117.26
7 Hours	£105.50	£9.08	£21.21	£135.29
8 Hours	£120.50	£9.08	£24.24	£153.32

**Charges after 6pm Weekdays and on Saturdays; refundable deposit of £50 is required for hiring the hall**

<b>Children Centres</b>				
<b>North Thatcham</b>				
<b>Room 3 Hire Charges</b>				
<b>Length of Hire</b>	<b>Cost of Room 3 Hire</b>	<b>Caretaker - Opening Time</b>	<b>Caretaker Waiting Time Charge</b>	<b>Total</b>
1 Hour	£9.00	£9.08	N/A	£17.58
2 Hours	£17.50	£9.08	£6.06	£32.14
3 Hours	£26.00	£9.08	£9.09	£43.67
4 Hours	£34.50	£9.08	£12.12	£52.17
5 Hours	£43.00	£9.08	£15.15	£66.73
6 Hours	£51.50	£9.08	£18.18	£78.26
7 Hours	£60.00	£9.08	£21.21	£89.79
8 Hours	£68.50	£9.08	£24.24	£101.32

**Charges after 6pm Weekdays and on Saturdays**

<b>Children Centres</b>				
<b>North Thatcham</b>				
<b>Room 6 Hire Charges</b>				
<b>Length of Hire</b>	<b>Cost of Room 6 Hire</b>	<b>Caretaker Opening Charge</b>	<b>Caretaker Waiting Time Charge</b>	<b>Total</b>
1 Hour	£8.00	£9.08	N/A	£16.58
2 Hours	£15.50	£9.08	£6.06	£30.14
3 Hours	£23.00	£9.08	£9.09	£40.67
4 Hours	£30.50	£9.08	£12.12	£51.20
5 Hours	£38.00	£9.08	£15.15	£61.73
6 Hours	£45.50	£9.08	£18.18	£72.26
7 Hours	£53.00	£9.08	£21.21	£82.79
8 Hours	£60.50	£9.08	£24.24	£93.32

**Charges after 6pm Weekdays and on Saturdays**

<b>Children Centres</b>				
<b>North Thatcham</b>				
<b>Office 3 Hire Charges</b>				
<b>Length of Hire</b>	<b>Cost of Office 3 Hire</b>	<b>Caretaker Opening Time</b>	<b>Caretaker Waiting Time Charge</b>	<b>Total</b>
1 Hour	£7.00	£9.08	N/A	£15.58
2 Hours	£13.50	£9.08	£6.06	£28.14
3 Hours	£20.00	£9.08	£9.09	£37.67
4 Hours	£26.50	£9.08	£12.12	£47.20
5 Hours	£33.00	£9.08	£15.15	£56.73
6 Hours	£39.50	£9.08	£18.18	£66.26
7 Hours	£46.00	£9.08	£21.21	£75.79
8 Hours	£52.50	£9.08	£24.24	£85.32

**Charges after 6pm Weekdays and on Saturdays**

## Education Services – Home to School Transport

2.11 The Fare Paying Scheme for Home to School Transport charges is now a graded based on radial distance, this policy was approved and implemented in financial year 2010-11.

<b>Home to School Transport</b>			
	<b>Fees 2013/2014</b>		<b>Proposed Fees 2014/2015</b>
<b>Current Banding</b>	<b>Per Year</b>	<b>New Banding</b>	<b>Per Year</b>
Band A - Up to 2 Miles	£210	Band A - Up to 2 Miles	£220
Band B - 2 - 6 Miles	£420	Band B - 2 - 6 Miles	£430
Band C - over 6 miles	£785	Band C - over 6 miles	£800