

Community Services Fees and Charges Proposals 2017-18

1 Adult Social Care, Care Commissioning, Housing & Safeguarding

- 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 Charging Policy for Adult Social Care services, introduced in 2015, states the individual will have one assessed charge for all services. All services will be added together before a service user is financially assessed.
- 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 individuals presenting care needs.
- 1.5 These allowances are then deducted from the total income to give an assessable income when an individual is receiving care in a non-residential setting.
- 1.6 From April 2012 any new or reviewed eligible individual requiring support from Adult Social Care receives this in the form of a Personal Budget through which they can arrange their support. As of 1st 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 to increase prices for 2017-18 by 1% in line with current estimations of CPI, with the exception of rental charges at our Resource Centres and administration fees for Adult Placements. Rental charges have been reviewed against the local market and consideration has been made in the work involved in promoting and administering the facilities available. We will still remain competitive in the local area, existing contracts will be honoured and increased fees applied on renewal. The Adult Placement fees applied to other Councils are increasing to ensure that all of our costs are covered.
- 1.9 Community Based Services will be charged at the actual cost of the service, including administration costs.
- 1.10 The charge to other local authorities and Health organisations for places in West Berkshire Resource Centres will be increased by 1% for 2017-18.
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|---------------------|---------|
| Older People | £ 63.50 |
| Learning Disability | £103.60 |
| Physical Disability | £ 96.70 |
- 1.11 Other Day Centre and Transport will be charged at the actual cost.

Statutory Charges

- 1.12 The method of assessing contributions from clients in long-term residential care is covered by section 14 of the Care Act 2014, the Care and Support (Charging and Assessment of Resources) Regulations 2014, the Care and Support Statutory Guidance and the Council's ASC Charging Policy 2015.
- 1.13 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 increase by 1% from £753.00 to £760.00.
- 1.14 Deputyship Fees are set by the Court of Protection.

Figure 1 - Adult Social Care Fees and Charges

Adult Social Care		
Description	Fees 2016-17	Proposed Fee 2017-18
Service - All client groups		
Residential care independent sector homes - full cost per week	Actual cost	Actual cost
Laundry Service	£8.00	N/a Service is no longer available
Meals provided in WBC Resource Centres	£4.80	£4.85
WBC Resource Centre outreach workers	£17.90	£18.10
WBC Transport - maximum charge per journey	£8.20	£8.30
WBC Foot Care service regular appointment	£19.40	£19.60
WBC Foot Care Equipment	£11.80	£11.90
External day activities	Actual cost	Actual cost
WBC Resource Centres - charge to other LA's/PCT's		
- Older People	£62.80	£63.50
- LD	£102.50	£103.60
- PD	£95.70	£96.70
Charges to any organisation using WBC Resource Centres; Greenfields, Hungerford & Phoenix	Actual cost	Actual cost
WBC Resource Centres - charge per day	£45.00	£45.50

Figure 2 - Adult Social Care Fees and Charges

Adult Social Care		
Description	Fees 2016-17	Proposed Fee 2017-18
Service - Older People		
Residential care WBC Homes - full cost per week	£753.00	£760.00
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
Service - Learning Disabilities		
Transporting clients from care homes to resource centres (charge to provider)	Actual cost	Actual cost
Adult Placement - management fee	£84.70	£100.00 per week for a full time placement. £30.00 per week for an overnight respite session. £4.00 per hour for day support.

Figure 3 - Adult Social Care Fees and Charges

Resource Centre - Rental Charges						
	Fees 2016-17			Proposed Fees 2017-18		
Room	Daily Rate	Half Day Rate	Hourly Rate	Daily Rate	Half Day Rate	Hourly Rate
Phoenix Resource Centre						
Ground floor woodwork room	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
External car washing facility	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
Ground floor Theatre (with lighting and audio system)	From £69.10 to £115.10	From £34.50 to £57.60	From £11.60 to £20.80	From £80.00 to £140.00	From £42.00 to £75.00	From £20.00 to £36.00
Audience seating (setting up and taking down)	N/a	N/a	N/a	£75.00	£75.00	£75.00
First floor Theatre office	£13.90	£7.00	N/a	£15.00	£15.00	£15.00
Ground floor frailty and dementia suite (Lilac Lounge)	£46.10	£23.00	£8.10	£55.00	£30.00	£11.00
Ground floor physical disability suite (Sunshine Room)	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
Ground floor sensory cooking room	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
Ground floor sensory room	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
Ground floor optimusic room	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
Ground floor dining room	£69.10	£34.50	£11.60	£80.00	£42.00	N/a
Ground floor dining room and kitchen	N/a	N/a	N/a	£90.00	£47.00	N/a
Ground floor small activity room	£23.00	£11.60	£4.60	£26.50	£13.50	£6.00
First floor Craft activity room	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
First floor computer suite	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50
First floor activity / office space - full space (large)	£92.10	£46.10	£16.20	£104.00	£53.00	£19.00
First floor activity / office space - half space	£46.10	£23.00	£8.10	N/a	N/a	N/a
First floor activity / office space - medium	£69.10	£34.50	£11.60	£80.00	£42.00	£15.00
First floor Art room	£46.10	£23.00	£8.10	£53.00	£27.00	£9.50

First floor large meeting room without equipment	£28.80	£14.40	£5.70	£33.00	£17.00	£7.00
First floor large meeting room with equipment	N/a	N/a	N/a	£43.00	£21.00	£8.50
First floor small meeting rooms	£17.30	£8.70	£3.00	£20.00	£10.50	£4.00
Accessible shower facility and personal care rooms	N/a	N/a	£8.70	N/a	N/a	£9.00

Figure 4 - Adult Social Care Fees and Charges

Resource Centre - Rental Charges						
	Fees 2016-17			Proposed Fees 2017-18		
Room	Daily Rate	Half Day Rate	Hourly Rate	Daily Rate	Half Day Rate	Hourly Rate
Hungerford Resource Centre						
Ground floor main activity room	£92.10	£46.10	£16.20	£93.00	£47.00	£16.50
Ground floor computer suite	£46.10	£23.00	£8.10	£47.50	£24.00	£8.50
Ground floor quiet room	£23.00	£11.60	£4.60	£24.00	£12.50	£5.00
Ground floor hairdressing salon	£23.00	£11.60	£4.60	£24.00	£12.50	£5.00
First floor meeting room 1	£46.10	£23.00	£8.10	£47.50	£24.00	£8.50
First floor meeting room 2	£46.10	£23.00	£8.10	£47.50	£24.00	£8.50
Accessible shower facility and personal care rooms	N/a	N/a	£8.70	N/a	N/a	£9.00
Greenfield Resource Centre						
Atrium	£34.50	£17.30	£5.70	£93.00	£47.00	£16.50
Computer suite	£46.10	£23.00	£8.10	£47.50	£24.00	£8.50
Frailty and dementia suite	£69.10	£34.50	£11.60	£70.00	£35.50	£12.50
Physical disability suite	£69.10	£34.50	£11.60	£70.00	£35.50	£12.50
Learning disability suite	£46.10	£23.00	£8.10	£47.50	£24.00	£8.50
Optimusic / sensory room	£46.10	£23.00	£8.10	£47.50	£24.00	£8.50
Small office	£23.00	£11.60	£4.60	£24.00	£12.50	£5.00
Accessible bath facility and personal care rooms	N/a	N/a	£8.70	N/a	N/a	£9.00
Security opening and locking building at weekends	N/a	N/a	N/a	£17.00	N/a	N/a

Hourly rate applies for bookings of between 1 and 2.5 hours, all bookings over this time duration are charged as a half day.

Housing

- 1.15 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 1.5%. This represents the formula applied to rents by the Council in previous years. The Council is not a registered provider and therefore the national rent formula is not applicable.
- 1.16 Rents for new temporary accommodation assets will be set at Local Housing Allowance rates for the relevant sized property.
- 1.17 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.
- 1.18 The Council may also charge applicants who are placed in emergency bed provision at Two Saints Hostel. Applicants are unable to claim Housing Benefit when placed in an emergency bed. A charge of £1 a night may be made for E-bed provision for people who are not employed and £5 a night for people who are in part-time or full-time employment.
- 1.19 In some instances, the Council provides transport to temporary accommodation for households who have no other means of getting to that accommodation. The cost of providing the transport will be recharged, in full to the client.
- 1.20 The Council can assist with providing removals and/or storage for homeless applicants. The full cost of providing this service will be recharged to the client.
- 1.21 The Council can assist with securing cattery or kennel provision for homeless applicants in temporary accommodation, as pets are not permitted in temporary accommodation. The full cost of providing this service will be recharged to the client.
- 1.22 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.

Supporting People Services

1.23 Supporting People Services will be charged at the actual cost of the service received.

Figure 5 - Care Commissioning, Housing & Safeguarding Fees and Charges

Care Commissioning, Housing & Safeguarding - Housing			
Description	2016-17	2017-18	Notes
Copy of Housing Needs Assessment	No charge	No charge	Local Authorities do not charge for this
Average rent for temporary accommodation per week	£129.41	£131.35	Rents vary according to the size of the accommodation offered. This shows the average charge per week.
Do It Yourself Ownership rent	1% on individual contracts	1.5% on individual contracts	2016-17 +1.5%
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
Gypsy Traveller rent per week, per plot.	£89.70	£91.05	FHC rents to be reviewed following refurbishment

Figure 6 - Care Commissioning, Housing & Safeguarding Fees and Charges

Ineligible charges for Bed and Breakfast accommodation					
	Fees 2016-17				Proposed Fees 2017-18
Household	Heating, lighting & hot water	Breakfast	Total per week	Total per day	
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 2017
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 Children and Young People Services

- 2.1 Fees and charges can have a direct impact on usage and take up.
- 2.2 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';
- 2.3 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;
- 2.4 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.

Family Well-Being Hubs

- 2.5 The Family Well-Being Hubs may enter into hire agreements in order to deliver services to children, young people, families and the local community. Children's centres are non-profit making organisations and as such it is agreed that West Berkshire Children Centres have a reduced charge for statutory 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.
 - Family Groups and contact visits held by Children Services
 - Clinics and drop-in's held by Health Professionals
- 2.11 No increase has been made to profit organisations room/hire charges for 2017-18 as the Family Well-Being Hubs are already charging at the top end of the scales in their reach areas.

Figure 7 – Family & Wellbeing Hubs Fees and Charges (charges per hour)

Family & Wellbeing Hubs						
	Fees 2016-17			Proposed Fees 2017-18		
Room Hire	Non profit Organisation	Profit Organisation	Statutory Services	Non profit Organisation	Profit Organisation	Statutory Services
East District - Calcot	£8.50	£15.50	£4.50	£8.50	£15.50	£4.50
Central District - Thatcham Lower Way	£8.50	£15.50	£4.50	£8.50	£15.50	£4.50
Central District - Thatcham Park Lane	£8.50	£15.50	£4.50	£8.50	£15.50	£4.50

Note: contributions are accepted for Stay and Play activities towards refreshments.
See charges below

Figure 8 – Family Wellbeing Hubs Additional Fees and Charges (Out of hours)

Room Hire	*Caretaker Opening Charge	*Caretaker Waiting Time Charge
1 Hour	£10.00	N/A
2 Hours	£10.00	£7.00
3 Hours	£10.00	£10.50
4 Hours	£10.00	£14.00
5 Hours	£10.00	£17.50
6 Hours	£10.00	£21.00

*Charges after 6pm Weekdays and on Saturdays

Home to School Transport

2.12 The Standard Rate has increased by £19 per year from £684 (academic year 2016-17) to £703 (academic year 2017-18) to reflect increasing transport costs, especially in relation to provision in rural areas. The Rate represents £3.70 for a return journey per school day. The Rate applies across West Berkshire so that rural communities are not disadvantaged with a higher price.

Figure 9 – Home to School Transport Fees and Charges

Home to School Transport		
Banding	Fees 2016-17	Fees 2017-18
Standard rate	£684	£703
Discounted Rate (Guaranteed transition arrangements for 2016/17 only, following consultation in 2015) Secondary school students in Years 7-11 who are attending their catchment school (and where the catchment school is not their nearest school)	£250	N/a
Replacement bus pass admin fee	£15	£15
Rail pass admin fee	£20	£20