

Report of Chief Officer, Resources & Strategy

Report to Director of Adult Social Care

Date: 18th February 2016

Subject: FN31 – Standard Charges, Contributions, Rates and Allowances 2016/17

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report seeks approval for the Adult Social Care standard charges, contributions, rates and allowances for 2016/17 included within Financial Staff Instruction FN31.
2. The proposal for most charges is an increase of 3% in accordance with the provision made in the 2016/17 budget.
3. Rates and allowances have mainly been increased by 3%, except for those that are based on Department for Works and Pension rates.
4. There are a number of areas which are explained more fully, where the changes are different to previous years practice.

Recommendations

5. That the proposed standard charges, contributions, rates and allowances for 2016/17 for the Adult Social Care Directorate are approved.
6. To note that the standard charges, contributions, rates and allowances for 2016/17 are implemented from 4th April 2016 by the Head of Finance, Adult Social Care.

1 Purpose of this report

- 1.1 This report seeks approval for the Adult Social Care standard charges, contributions, rates and allowances for 2016/17 included within Financial Staff Instruction FN31.

2 Background information

- 2.1 These charges, contributions, rates and allowances are included within the financial element of the Directorate's Staff Instructions, and are referred to collectively as FN31. They are updated annually and most are effective from the start of April.

3 Main issues

- 3.1 The table attached at Appendix 1 lists the various charges and allowances comprising FN31. It gives reasons for any major variations to the 2015/16 rates and details any changes to the way in which charges have been calculated year on year. Financial Staff Instruction FN31 is attached at Appendix 2.
- 3.2 It is proposed that most **charges** will increase by 3% in accordance with the provision made in the 2016/17 budget.
- 3.3 The proposed **rates** and **allowances** have mainly been increased by 3%, except for those that are based on Department for Works and Pension rates.
- 3.4 The standard charges, rates and allowances are normally applicable from the first Monday in the financial year, which for 2016/17 is 4th April 2016. Where they are based on central government benefits rates, the benefits increase date is applied, which for 2016/17 is 11th April 2016.
- 3.5 The weekly charges and contributions for accommodation services are calculated to be divisible by seven to give a daily charge rounded to the nearest 10p.
- 3.6 FN27, which dealt with the guideline costs for meals within in-house establishments, has become redundant as a result of the transfer of responsibility for meals to Civic Enterprise Leeds and has therefore been removed.
- 3.7 The Meals from the Independent Sector section within FN19 (Direct Payments), has been removed. The allowance related to the difference between the cost of buying a meal from the independent sector compared to the subsidised charge for a meal from the in-house Community Meals Service; due to the ongoing work in reducing the subsidy of the in-house Community Meals Service, the differential is now very little and disappearing.
- 3.8 The maximum weekly charge for non-residential services has been increased to £375 per week, representing 85% of the cost of a typical residential care placement for older people. This was approved by Executive Board on 10th February as part of the report "Charging for Non-Residential Adult Social Care Services".
- 3.9 The day sitting/early evening hourly rate of pay for Shared Lives casual workers has been increased to meet the requirements of the National Living Wage. All

other associated allowances have been inflated by 1% which is a continuation of the current practice of increasing these allowances in line with Local Government Pay Awards.

- 3.10 Payments for Personal Assistants (PA) now have two rates, the rate payable being determined by whether the PA meets the auto-enrolment pension requirements.
- 3.11 The charge to Housing Associations for the Telecare alarm service has been set at £3.20 per unit, per week, which represents the full economic cost of the service. The letter to Housing Associations (May 2015) informing them of the 2015/16 charge of £2.60 per unit, per week, highlighted that this figure was subsidised but that from April 2016, the Council would be setting a charge based on a full economic recovery.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Customer consultation regarding the proposals set out in this report is not required as this is an operational rather than a policy matter which applies annual inflationary increases in accordance with the Adult Social Care Charging and Contributions Policy Framework. However, it should be noted that the Council has recently undertaken and completed a consultation exercise on Adult Social Care charges.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality, Diversity, Cohesion and Integration Screening document has been completed and is attached at Appendix 3. This has determined that it is not necessary to carry out a full assessment.
- 4.2.2 Within the Adult Social Care Charging and Contributions Policy Framework the Director of Adult Social Services has the discretion to waive charges or service user contributions in individual circumstances if considered appropriate.

4.3 Council policies and Best Council Plan

- 4.3.1 The proposals in this report are in accordance with the Department of Health's Care and Support Statutory Guidance (October 2014) and the Adult Social Care Charging and Contribution Policy Framework.
- 4.3.2 These services to which these charges relate support the Best City Outcome of people living with dignity and staying independent for as long as possible and the breakthrough project to make Leeds the best place to grow old in. These charges support the Best Council Plan value of spending money wisely.

4.4 Resources and value for money

- 4.4.1 Provision has been made within the 2016/17 budget for the charges, contributions, rates and allowances proposed in this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal or access to information implications in this report and the decision is not subject to call in.

4.6 Risk Management

4.6.1 The proposals in this report are in accordance with the 2016/17 budget and the associated risk management arrangements.

5 Conclusions

5.1 The annual updating of FN31 makes small changes to most charges, contributions, rates and allowances.

6 Recommendations

6.1 That the proposed standard charges, contributions, rates and allowances for 2016/17 for the Adult Social Care Directorate are approved.

6.2 To note that the standard charges, contributions, rates and allowances for 2016/17 are implemented from 4th April 2016 by the Head of Finance, Adult Social Care.

7 Background documents¹

7.1 None.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.