



NOTICE OF MEETING

CABINET MEMBER FOR COMMUNITY WELLBEING, HEALTH & CARE

MONDAY, 12 FEBRUARY 2024 AT 5.00 PM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

Telephone enquiries to Anna Martyn, Local Democracy Officer - Tel: 023 9283 4870
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If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Membership

Councillor Matthew Winnington (Cabinet Member)

Councillor Lewis Gosling
Councillor Graham Heaney

Councillor Brian Madgwick

(NB This agenda should be retained for future reference with the minutes of this meeting).

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AGENDA

- 1 Apologies for absence**
- 2 Declarations of interest**
- 3 Adult Social Care Fees and Charges 2024-2025 (Pages 5 - 26)**

Purpose

To seek approval for the proposed amendments, to the annual adjustment mechanism, for the fees and charges rates relating to services provided by Adult Social Care (ASC) for the financial year 2024-25, as well as approval for the future fees and charges annual rate adjustment mechanism.

RECOMMENDED that the Cabinet Member

- a. Agree the following changes to the mechanism for setting the Adult Social Care fees and charges for the financial year 2024-25:**
 - i. A one-off alignment of fees and charges for City Council clients in In-House Residential and Nursing services to the external market average rates (as defined at paragraphs 5.7 and 5.8).**
 - ii. A one-off alignment of fees and charges for City Council clients in In-House Older Persons Day Services, to the mid-point between the current daily fee rate and the daily cost of providing the services for 2024-25.**
 - iii. The alignment of fees and charges for Other Organisations, to the cost of provision of services, together with the introduction of a 15% overhead charge, for the following:**
 - a. In-House Residential and Nursing Services**
 - b. In-House Day Services**
 - c. Supported Living Services at Temple Court and Moorings Way**
- b. Delegate authority to the Director of Adult Social Care and in consultation with the Finance Manager for Adult Social Care to adjust the fees and charges for 2024-25 in line with the CPI Inflation Rate at September 2023, or in line with the proposals set out at recommendation (a), (up to a maximum value for full cost recovery) subject to the necessary rounding adjustments highlighted at paragraph 3.2 and recommendation (d).**
- c. Delegate authority to the Director of Adult Social Care in consultation with Finance Manager for Adult Social Care:**
 - i. To adjust annually, (commencing financial year 2025-26) existing fees and charges on the 1st April each year in line with the CPI inflation rate in the preceding September (up to a maximum value for full cost recovery), and subject to (ii) and (iii) below.**
 - ii. Fees and charges for Other Organisations, will be set at a rate to enable the recovery of the cost of providing the services, together with a 15% overhead contribution rate, for the following:**
 - d. In-House Residential and Nursing Services**
 - e. In-House Day Services**
 - f. Supported Living Services at Temple Court and Moorings Way**
 - iii. To align the City Council client fee rates, every third year, for In-House Residential and Nursing services to the average external provider rates (based on the average cost of new placements between April and September in the preceding year, adjusted for expected inflationary uplifts in the relevant year). The first realignment will be for financial year 2027-28.**

The above will also be subject to the necessary rounding adjustments highlighted at paragraph 3.2 and recommendation (d).
- d. Agree that where it is proposed to amend an existing fee or charge by an amount different to that calculated in accordance with recommendation (c), that the proposal is published within the Members Information**

Service in advance of the start of the financial year to which the fee and charge relate.

- e. Note that the proposed In-House Residential and Nursing care rates to City Council clients will be significantly less than the current cost of provision of these services and therefore will not fulfil the full-cost recovery principles generally applied by the City Council.**
- f. Note that whilst there are references to full cost recovery within this report, the relevant fee rates will be set in advance of the commencement of the relevant financial year, based on the initial budget estimates. This initial budget will include provisional pay-award assumptions for the forthcoming year, which may differ from the final agreed pay award.**
- g. Note that the Director of Adult Social Care will bring forward a policy proposal during 2024 on the use of transport that ensures equity for all residents who access transport in connection with meeting care needs. This policy will also contain proposals on how to move closer to cost recovery in charging.**

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Agenda Item 3



Title of meeting:	Community, Wellbeing, Health & Care
Date of meeting:	12 February 2024
Subject:	Adult Social Care Fees and Charges 2024-25
Report by:	Andy Biddle - Director of Adult Care
Cabinet Member	Councillor Winnington, Community Wellbeing, Health & Care
Wards affected:	All Wards
Key decision:	No
Full Council decision:	No

1. Purpose of report

- 1.1 The purpose of this report is to seek approval for the proposed amendments, to the annual adjustment mechanism, for the fees and charges rates relating to services provided by Adult Social Care (ASC) for the financial year 2024-25, as well as approval for the future fees and charges annual rate adjustment mechanism.

2. Recommendations

- 2.1 It is recommended that the Cabinet Member:
 - a. Agree the following changes to the mechanism for setting the Adult Social Care fees and charges for the financial year 2024-25:
 - i. A one-off alignment of fees and charges for City Council clients in In-House Residential and Nursing services to the external market average rates (as defined at paragraphs 5.7 and 5.8).
 - ii. A one-off alignment of fees and charges for City Council clients in In-House Older Persons Day Services, to the mid-point between the current daily fee rate and the daily cost of providing the services for 2024-25.
 - iii. The alignment of fees and charges for Other Organisations, to the cost of provision of services, together with the introduction of a 15% overhead charge, for the following:
 - a. In-House Residential and Nursing Services
 - b. In-House Day Services
 - c. Supported Living Services at Temple Court and Moorings Way

- b. Delegate authority to the Director of Adult Social Care and in consultation with the Finance Manager for Adult Social Care to adjust the fees and charges for 2024-25 in line with the CPI Inflation Rate at September 2023, or in line with the proposals set out at recommendation (a), (up to a maximum value for full cost recovery) subject to the necessary rounding adjustments highlighted at paragraph 3.2 and recommendation (d).
- c. Delegate authority to the Director of Adult Social Care in consultation with Finance Manager for Adult Social Care:
 - i. To adjust annually, (commencing financial year 2025-26) existing fees and charges on the 1st April each year in line with the CPI inflation rate in the preceding September (up to a maximum value for full cost recovery), and subject to (ii) and (iii) below.
 - ii. Fees and charges for Other Organisations, will be set at a rate to enable the recovery of the cost of providing the services, together with a 15% overhead contribution rate, for the following:
 - d. In-House Residential and Nursing Services
 - e. In-House Day Services
 - f. Supported Living Services at Temple Court and Moorings Way
 - iii. To align the City Council client fee rates, every third year, for In-House Residential and Nursing services to the average external provider rates (based on the average cost of new placements between April and September in the preceding year, adjusted for expected inflationary uplifts in the relevant year). The first realignment will be for financial year 2027-28.

The above will also be subject to the necessary rounding adjustments highlighted at paragraph 3.2 and recommendation (d).

- d. Agree that where it is proposed to amend an existing fee or charge by an amount different to that calculated in accordance with recommendation (c), that the proposal is published within the Members Information Service in advance of the start of the financial year to which the fee and charge relate.
- e. Note that the proposed In-House Residential and Nursing care rates to City Council clients will be significantly less than the current cost of provision of these services and therefore will not fulfil the full-cost recovery principles generally applied by the City Council.
- f. Note that whilst there are references to full cost recovery within this report, the relevant fee rates will be set in advance of the commencement of the relevant financial year, based on the initial budget estimates. This initial budget will include provisional pay-award assumptions for the forthcoming year, which may differ from the final agreed pay award.
- g. Note that the Director of Adult Social Care will bring forward a policy proposal during 2024 on the use of transport that ensures equity for all residents who access transport in connection with meeting care needs.

This policy will also contain proposals on how to move closer to cost recovery in charging.

3. Background

- 3.1 For reference, the appendices show details of the fees and charges rates for the current financial year (2023-24). Appendices 1 and 2 show residential and day care rates, whilst appendix 3 shows the Shared Lives and a range of other non-residential services. Appendix 4 shows the administration fees
- 3.2 Please note that when setting the fees and charges rates, residential and nursing charges are adjusted to give the nearest charge that is divisible by 7 and rounded to the nearest £1 to allow the calculation of a daily rate. Other charges including administration fees will be rounded as appropriate.
- 3.3 Where the City Council has a specific contract for the provision of services in place with a third party, then the contractual charging arrangement within that agreement will apply.

4. Legal Power to Charge

- 4.1 The Care Act¹ provides a single legal framework for charging for care and support under sections 14 and 17 of the Act. It enables a local authority to decide whether or not to charge a person when it is arranging to meet a person's care and support needs or a carer's support needs. Where a local authority arranges care and support to meet a person's needs, it may charge the adult, except where the local authority is required to arrange care and support free of charge.
- 4.2 Under the Care Act, Local Authorities have a duty to arrange care and support for those with eligible needs and a power to meet both eligible and non-eligible needs. In all cases, a local authority has the discretion to choose whether to charge under section 14 of the Care Act following a person's needs assessment. Where it decides to charge, it must follow the Care and Support (Charging and Assessment of Resources) regulations and have regard to the Care Act guidance. The detail of how to charge an individual is different depending on whether someone is receiving care in a care home, or their own home, or another setting.
- 4.3 In deciding what it is reasonable to charge, local authorities must ensure that they do not charge more than is permitted under the regulations and guidance.
- 4.4 When choosing to charge, a local authority must not charge a person more than the cost that it incurs in meeting the assessed needs of the person. It also cannot recover any administration fee relating to arranging that care and support. The only exception is in the case of a person with

¹ Care Act 2014

eligible needs and assets above the upper capital limit (currently £23,250) who have asked the local authority to arrange their care and support on their behalf in a non-care home setting.

- 4.5 Where another organisation (i.e. another Local Authority or NHS body) seeks to place an individual within a local authority In-House service, the local authority will not be utilising the charging powers available to it under the Care Act and will therefore be able to charge on a full-cost recovery basis and seek to recover a contribution to its overhead costs. It is the responsibility of the funding Organisation to decide subject to relevant Care Act responsibilities what charges they pass on to their client.

5. Proposed Charges for 2024-25

- 5.1 The sections below set out proposed changes to the mechanism for setting the Adult Social Care fees and charges for 2024-25.

In-House Residential and Nursing

- 5.2 In February 2020, a report was presented to Cabinet² which highlighted that the costs of operating In-House Residential and Nursing care settings in Portsmouth were higher than the independent sector. The principal reason for the disparity in costs between private and public sector provision in Portsmouth was the City Council policy of applying a shift allowance. A shift allowance is paid as a percentage increment on basic salary to reflect the degree of disruption to life that a shift pattern causes (when compared to an employee on flexitime).
- 5.3 During 2023-24 the cost of residential and nursing placements in the external provider market have increased. Whilst the overall cost of providing In-House services remains higher than the external market, the fee rates chargeable to clients are now below the current external market rates, as shown in the table below.

Table 1

Service	2023-24 Weekly Charge	2023-24 Weekly Cost of Providing Services	2023-24 External Market Average Weekly Cost
	£	£	£
Residential	861	1,337	1,022
Nursing	1,281	1,694	1,316

Note: the weekly cost of providing services is calculated on the budget as at September 2023, therefore includes the budget assumption of 4% pay award and does not include the uplift to the agreed pay award.

- 5.4 Given this change in the external provider market, it has been necessary to review the mechanism used to establish In-House fee rates chargeable to both City Council clients and Other Organisations who place individuals within City Council services. The review identified a range of options, details of which can be found in appendix 5 (tables A1 and A2).

²<https://democracy.portsmouth.gov.uk/documents/s25669/Adult%20Social%20Care%20Strategy%20Care%20Home%20Placements.pdf>

Charges for City Council clients

- 5.5 Maintaining the current pricing mechanism for 2024-25, (option 1) would result in fees and charges increasing in line with the CPI inflation rate as at the preceding September. Under this mechanism the fees would increase to £917 and £1,365, for In-House Residential and Nursing services, respectively.
- 5.6 Increasing charges for services to the full cost of provision (option 3) would result in a significant increase in fee rates for clients. The fees rates would also be significantly higher than the external market average. Therefore, this option has been discounted.
- 5.7 To maintain equity for both City Council clients within In-House services, and those placed in the external market, it is proposed that fee rates for 2024-25 for Residential³ and Nursing care are aligned to the current external market average rate (option 2). It should be noted these rates, will still be below the full cost of services and will not fulfil the full-cost recovery principles generally applied by the City Council.
- 5.8 The external market average rate has been calculated based on the average placement cost for new placements between April 2023 and September 2023. In recognition that providers will also receive an inflationary uplift from April 2024, the average rate has been adjusted for this. The proposed rates for 2024-25 on this basis would be as shown in table 2 below.

Table 2

Service	Current 2023-24 Weekly Charge	Proposed 2024-25 Weekly Charge	Uplift to 2024-25
	£	£	%
Residential	861	1,106	28%
Nursing	1,281	1,407	10%

Note: The Nursing rate is shown before Funded Nursing Care deductions

- 5.9 As noted above, where a Local Authority decides to charge, it must follow the Care and Support (Charging and Assessment of Resources) regulations and have regard to the Care Act guidance. Clients will only be expected to contribute up to their maximum assessed charge for residential and day care services; based on a financial assessment of their means. The clients affected by this proposal, will be those clients who have been assessed to pay the full cost of their care (i.e. for In-House services the full fee rate) based on the Care Act assessment. As at November, there were 18 clients within the In-House Residential and Nursing services who had been assessed as expected to contribute the full fee rate.

³ The Intermediate Care fee rates will remain aligned with the rates for In-House Residential services (both for City Council Clients and Other Organisation rates).

Charges for placements by Other Organisations

- 5.10 Other Organisations currently benefit from subsidised rates when placing clients in City Council services. The City Council also incurs overheads to arrange and manage these placements, the cost of which is not recovered through the current fee rate.
- 5.11 Maintaining the current pricing mechanism for 2024-25, (option 1) or aligning rates to the external market average (option 2), with or without a contribution to ASC overheads would mean that rates remain below full-cost recovery. Therefore, it is proposed to set the fee rates, chargeable to other organisations, at a level that would enable the City Council to recover the cost of providing the service, together with a 15% contribution to ASC overheads⁴.

Day Care Services

- 5.12 Fees and charges for In-House Day Care services were also reviewed. These services include SensePlus for adults with profound and multiple learning disabilities and Royal Albert for older people with a dementia diagnosis. The review identified a range of options, details of which are shown in appendix 5 (tables B1 and B2).
- 5.13 Table 3 below shows the current fee rates and the cost of providing services.

Table 3

Service	2023-24 Daily Charge	2023-24 Daily Cost of Providing Services
	£	£
Learning Disability	226.34	230.74
Older Persons	59.44	73.87

Note: the weekly cost of providing services is calculated on the budget as at September 2023, therefore includes the budget assumption of 4% pay award and does not include the uplift to the agreed pay award.

Charges for City Council clients

- 5.14 Maintaining the current pricing mechanism for 2024-25, (option 1) would result in fees and charges increasing in line with the CPI inflation rate as at the preceding September. The current fee rates for Learning Disability Day Care services are closely aligned with the current daily cost of providing these services. It is therefore proposed that the current fee rate mechanism is maintained for these services.

⁴ Contribution percentage reflects ASC overhead costs (including share of corporate overheads) as an approximate proportion of total net service costs, excluding in-house services.



- 5.15 Due to the specialist nature of Day Care services, it would not be appropriate to calculate a single external market average for these services. The daily fee rate for older persons services is only set to recover 80% of the current cost of providing services. In the absence of a market rate, and rather than aligning to the fee rate to Full Cost Recovery (option 3) it is proposed that for 2024-25 the fee rate for these services is increased to the mid-point (option 2) between the current fee rate and the cost of providing the services, to gradually move these services closer to full cost recovery.
- 5.16 As explained at paragraph 5.9 clients will only be expected to contribute up to their maximum assessed charge for residential and day care services; based on a financial assessment of their means. As at November, there were 18 clients within In-House older person Day Services who are assessed as expected to contribute the full fee rate.

Charges for Other Organisations

- 5.17 In line with the approach for residential and nursing care as set out above, it is proposed that fees rates for Day Care services be set at a level that would enable the City Council to recover the cost of providing the service, together with a 15% contribution to ASC overheads

Charges for transport

- 5.18 Transport is heavily subsidised for both City Council clients and Other Organisations. The current 2023-24 rates represent 38% cost recovery for residents of working age and 24% cost recovery for older residents who use transport in connection with meeting care and support needs. It is proposed that ASC will bring forward a policy proposal during 2024 on the use of transport that ensures equity for all residents who access transport in connection with meeting care needs. This policy will also contain proposals on how to move closer to cost recovery in charging.

Supported Living Services

- 5.19 Moorings way and Temple Court are buildings owned by the City Council. The Supported Living services delivered to individuals within these buildings are commissioned from an external provider by Adult Social Care. As with all externally provided care and support packages, clients and other organisations are charged based on the cost charged to the City Council by the provider for these services. As noted above, clients will only pay a contribution based on their financial assessment.
- 5.20 The City Council incurs overhead costs in managing the contract for the services delivered at these locations. It is proposed that an overhead charge of 15% is introduced where Other Organisations have placed clients within these services, as a contribution towards ASC overheads.

6. Fee Adjustment Mechanisms & Delegations

- 6.1 At the time of writing this paper the 2024-25 budget is still being prepared. Therefore, it is proposed that delegation is granted to the Director of Adult Social Care in consultation with Finance Manager for Adult Social Care to set and publish the fee rates as soon as practicable in advance of the start of the financial year.
- 6.2 It should be noted that whilst there are references to full cost recovery within this report, the relevant fee rates will be set in advance of the commencement of the relevant financial year, based on the initial budget estimates. This initial budget will include provisional pay-award assumptions for the forthcoming year, which may differ from the final agreed pay award.
- 6.3 It is also proposed that delegation is granted, commencing in financial year 2025-26, to the Director of Adult Social Care in consultation with Finance Manager for Adult Social Care:
- i. To adjust annually, existing fees and charges on the 1st April each year in line with the CPI inflation rate in the preceding September (up to a maximum value for full cost recovery), and subject to (ii) and (iii) below.
 - ii. To align fees and charges for Other Organisations, to enable the recovery of the cost of providing the services, together with a 15% overhead contribution rate, for the following:
 - a. In-House Residential and Nursing Services
 - b. In-House Day Services
 - c. Supported Living Services at Temple Court and Moorings Way
 - iii. To align the City Council client fee rates, every third year, for In-House Residential and Nursing services to the average external provider rates (based on the average cost of new placements between April and September in the preceding year, adjusted for expected inflationary uplifts in the relevant year). The first realignment will be for financial year 2027-28.



7. Reasons for recommendations

- 7.1. It is recommended that the fees and charges are increased as proposed to maintain the resources available to meet the needs of vulnerable people for Adult Social Care services.

8. Integrated impact assessment

- 8.1 Please find attached at Appendix 6

9. Legal implications

- 9.1 The report contains the legal basis for initial charging and refers to the appropriate Regulations. Additionally, the basis of charging is within scope and proportionate thereby mitigating as against any potential challenge.

10. Director of Finance's comments

- 10.1 Finance comments are included within the body of the report.
- 10.2 Adult Social Care clients will only be expected to contribute up to their maximum assessed charge for residential and day care services; based on a financial assessment of their means in accordance with the Care Act 2014 and the related Care and Support (Charging & Assessment of Resources) Regulations, where services are provided under this Act.

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Signed by:

Appendices:

1. 2023-24 Weekly Charges-Residential Accommodation.
2. 2023-24 Charges for Day Care.
3. 2023-24 Other Charges and Direct Payments.
4. 2023-24 Administration Fees.
5. Options considered as mechanisms for fee rate setting
6. Integrated Impact Assessment

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
The Care Act	www.legislation.gov.uk
Care & Support (Charging & Assessment of Resources) Regulations	www.legislation.gov.uk
Fees & Charges Finance Calculations	ASC Finance Team

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

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Signed by:

WEEKLY CHARGES - RESIDENTIAL ACCOMMODATION 2023/24

APPENDIX 1

DESCRIPTION	CITY COUNCIL CLIENTS		CHARGE TO OTHER BODIES	
	Current Charge per week	Proposed Charge per week	Current Charge per week	Proposed Charge per week
	2022/23	2023/24	2022/23	2023/24
		Recommended		
	£	£	£	£
1 Residential Care for Older People with Dementia in our in house units	784	861	903	994
2 Residential Care for Adults with a Learning Disability	784	861	1,554	1,715
3 Nursing Care for Older People (Before Funded Nursing Care Deductions)	1,162	1,281	1,162	1,281
4 Intermediate Care	784	861	903	994
	Current Charge per Hour	Proposed Charge per Hour	Current Charge per Hour	Proposed Charge per Hour
	2022/23	2023/24	2022/23	2023/24
	£	£	£	£
5 <u>Additional one to one requirement</u> Non Nursing	19.75	21.75	19.75	21.75
6 Nursing	34.90	36.90	34.90	36.90

NOTES

i	Uplifted 10.1% in line with CPI as at Sep 2022
ii	All rates exclude any additional costs relating to exceptional needs. Support for exceptional needs will be charged on a case by case basis, based on cost.
iii	Any charge for Nursing Care will be reduced by the FNC amount an individual is eligible for.
iv	Charges to City Council clients are calculated using a financial assessment of their ability to pay based on the requirements of the Care Act 2014. The majority of clients will pay less than the maximum proposed weekly charge shown above as a result of this assessment.
v	As per Care Act 2014 and the related charging Regulations the first 6 weeks of intermediate care will be provided free of charge. Charges for intermediate care will only apply to care after this period.



CHARGES FOR DAY CARE 2023/24				APPENDIX 2	
DESCRIPTION	CITY COUNCIL CLIENTS		CHARGE TO OTHER BODIES		
	Current Charges 2022/23	Proposed Charges 2023/24	Current Charges 2022/23	Proposed Charges 2023/24	
		Recommended			
	£	£	£	£	
DAILY CHARGES					
<u>Day Care Establishments</u>					
1	Day Services for Older People (Royal Albert DC)	53.98	59.44	75.80	83.46
2	Royal Albert Day Centre - daily transport rate - Return trip	6.70	7.38	10.56	11.64
	Royal Albert Day Centre - daily transport rate - One way trip	3.35	3.69	5.28	5.82
3	Royal Albert Day Centre - bathing rate	16.62	18.30	N/A	N/A
4	Day Services for Adults with a Learning Disability (SensePlus)				
5	- Low - excluding transport (note ii - see below)	63.34	69.74		
6	- Medium - excluding transport (note ii - see below)	123.56	136.04		
7	- High - excluding transport (note ii - see below)	205.58	226.34	See Comment	See Comment
8	- SensePlus & Russets transport rate - Return trip	22.86	25.18	See Comment	See Comment
9	- SensePlus & Russets transport rate - One way trip	11.42	12.59	See Comment	See Comment
10	Waterfront Gardens - Day Charge	37.74	41.55	N/A	N/A
		Current Charge per Hour 2022/23	Proposed Charge per Hour 2023/24	Current Charge per Hour 2022/23	Proposed Charge per Hour 2023/24
		£	£	£	£
11	<u>Additional one to one requirement</u> Sense Plus	16.70	18.30	16.70	18.30
NOTES					
i	Uplifted 10.1% in line with CPI as at Sep 2022				
ii	All rates exclude any additional costs relating to exceptional needs. Support for exceptional needs will be charged of a case by case basis, based on cost.				



OTHER CHARGES AND DIRECT PAYMENTS FOR 2023/24			APPENDIX 3	
	DESCRIPTION	Note See below	Current Charges 2022/23	Recommended 2023/24
			£	£
	Meals for Adult Social Care clients Day Care:			
1	Meals for service users provided at Royal Albert		4.50	4.95
	Tea/Coffee Royal Albert		0.50	0.55
	Meals for service users provided at Brunel		5.20	5.75
	Meals for Staff and Visitors at Residential establishments (inclusive of VAT)			
2	Main meal		4.50	4.95
3	Tea/Coffee (supplied by Day Services)		0.50	0.55
	Shared Lives - vulnerable adults live as part of a carers family in a safe, homely environment			
	Daily Contributions by client			
5	Utilities		2.52	2.78
6	Food		8.56	9.42
7	Rent		11.98	13.20
		<i>Total</i>	23.06	25.40
	Shared Lives Direct Payments			
	Payments to Shared Lives Carers - Weekly rates - Long Stay Placements			
8	Band 1 - Weekly rate		173.18	190.68
9	Band 2 - Weekly rate		289.24	318.50
10	Band 1 - Daily rate		24.74	27.24
11	Band 2 - Daily rate		41.32	45.50
12	Band 1 - Daily rate = 50%		12.37	13.62
13	Band 2 - Daily rate = 50%		20.66	22.75
14	S117 (rent, food and utilities, care and support)			
	Band 1		47.80	52.64
	Band 2		64.38	70.90
	Band 1 - 'holiday'		35.43	39.02
	Band 2 - 'holiday'		43.72	48.15
15	Payments to Shared Lives Carers - Other Payments			
16	Day Care - hourly rate up to four hours		12.52	13.78
17	Day Care - flat rate over four hours		52.54	57.85
18	Short Break - flat overnight rate		52.54	57.85
19	Unaccompanied "Tea visit"		10.89	11.99
20	Unaccompanied visit over 2 hours and including a meal		21.69	23.88
21	Daily family & friends rate		19.86	21.87
	Shared Lives Management Fees			
22	Management and Support of Carer and Arrangement - Per Day		14.07	15.49
23	Financial arrangement - Per Short Break		21.90	24.11

NOTES

- i Uplifted 10.1% in line with CPI as at Sep 2022
- ii Increase in meal fees effective from 3rd Apr 2023

CARE ACT ALLOWABLE ADMINISTRATION FEES FOR 2023/24			APPENDIX 4	
	DESCRIPTION	Note	Current Charges	Proposed Charges
		See below	2022/23	2023/24
			£	£
1	Deferred Payment Agreements Administration Fee			
	Initial set-up		634.35	698.42
	Ongoing support annual fee	v	459.90	507.35
2	Non-Residential Care and Support Arrangement Fee			
	Initial set-up	iv	39.61	43.61
	Ongoing support weekly fee	iii	10.54	11.60
3	Other fees			
	Administrative support		Ad Hoc based on cost	Ad Hoc based on cost
	Appointeeship weekly fee (Residential)	vi	4.15	4.57
	Appointeeship weekly fee (Community)		10.38	11.43
NOTES				
i	Arrangement fees are applicable for self funding clients as defined by Care Act 2014.			
ii	Uplifted 10.1% in line with CPI as at Sep 2022			
iii	the 'Non-Residential Care and Support Arrangement Fee Ongoing support weekly fee' will be charged weekly where the care package remains open with the provider, this includes those instances where there has been a temporary break or suspension.			
iv	the 'Non-Residential Care and Support Arrangement Initial set-up fee' is chargeable for both new clients and previous clients whose package of care was closed, where the client had a break in their care and support arrangements for a period of greater than two calendar weeks. For clients with continuous care and support arrangements, but where there has been a change in care provider, the 'Initial set-up' fee will not be applicable and only the weekly 'Ongoing support' fee will continue to be applied.			
v	Where a parital credit note is required, the day rate will be calculated as £1.39 per day			
vi	Increase in appoiteeship fees effective from 10th Apr 2023			

Appendix 5 - Options considered as mechanisms for fee rate setting

Residential and Nursing

Table A1 Fee rate options for City Council clients		
Option		Comments
1	Do nothing	Fees and Charges will continue to be inflated annually in line with the CPI inflation rate in the preceding September.
2	Align Fee Rates to External Market Average	Charges will be aligned to the external market average. This will be calculated based on new placements during the period 1st April to 30th September of the preceding financial year to which the fees relate.
3	Align Fee Rates to Cost of Provision	Cost of Provision will be determined by the annual expenditure budget established as part of the budget setting process and assumes an average occupancy of 95%.

Table A2 Fee rate options for Other Organisations		
Option		Comments
1	(a) Do nothing (Current) (b) Current, plus ASC overhead recovery at 15%	(a) Fees and Charges will continue to be inflated annually in line with the CPI inflation rate in the preceding September. (b) Methodology as (a) above, but an additional 15% will be charged to contribute to ASC overhead recovery.
2	(a) Align Fee Rates External Market Average. (b) Align Fee Rates to External Market Average, plus ASC overhead recovery at 15%	(a) Fee rate charged to Other Organisations who place clients with ASC services will be aligned to the external market fee rate. (b) Methodology as (a) above, but an additional 15% will be charged to contribute to ASC overhead recovery.
3	(a) Align Fee Rates to Cost of Provision (budget) basis. (b) Align Fee Rates to Cost of Provision (budget) basis, plus ASC overhead recovery at 15%	(a) Fee rate charged to Other Organisations who place clients with In-House services will be based on the full cost of provision (budget) basis. (b) Methodology as (a) above, but an additional 15% will be charged to contribute to ASC overhead recovery.

Day Care Services

Table B1		
Fee rate options for City Council clients		
Option	Comments	
1	Do Nothing	Fees and Charges will continue to be inflated annually in line with the CPI inflation rate in the preceding September.
2	Mid-Point	Charges will be set halfway between the current fees and charges rate and the cost of provision.
3	Align Fee Rates to Cost of Provision	Cost of provision will be determined by the annual expenditure budget determined as part of the budget setting process and assumes an average occupancy of 96% Learning Disabilities and 80% Older Persons.

Table B2		
Fee rate options for Other Organisations		
Option	Comments	
1	(a) Do nothing (Current) (b) Current, plus ASC overhead recovery at 15%	(a) Fees and Charges will continue to be inflated annually in line with the CPI inflation rate in the preceding September. (b) Methodology as (a) above, but an additional 15% will be charged to contribute to ASC overhead recovery.
2	(a) Mid-Point (b) Mid-Point, plus ASC overhead recovery at 15%	(a) Charges will be set halfway between the current fees and charges rate and the cost of provision (b) Methodology as (a) above, but an additional 15% will be charged to contribute to ASC overhead recovery.
3	(a) Align Fee Rates to Cost of Provision (budget) basis. (b) Align Fee Rates to Cost of Provision (budget) basis, plus ASC overhead recovery at 15%	(a) Fee rate charged to other organisations who place clients with ASC services will be based on the full cost of provision (budget) basis. (b) Methodology as (a) above, but an additional 15% will be charged to contribute to ASC overhead recovery.

Supported Living

Table C1		
Fee rate options for Other Organisations		
Option	Comments	
1	Do nothing	Continue with the current approach, no ASC overheads will be applied.
2	ASC overhead recovery at 15%	15% will be charged to contribute to overhead recovery. Overheads will be calculated on the cost of the care package set by the external provider in the preceding financial year.

Form name	Integrated Impact Assessment
Reference	IA581499710
Date	02/02/2024



Policy details

Request date	02/02/2024 13:33
Directorate	PCC Adult Services
Service	Adult Social Care in-house services
Title of policy, service, function	Fees and charges for in-house Adult Social Care services
Type of policy, service, function	Changed
What is the aim of your policy, service, function, project or strategy?	Update to the annual adjustment mechanism for fees and charges in financial year 2024-25 and future years
Has any consultation been undertaken for this proposal?	no

Equality & diversity - will it have any positive/negative impacts on the protected characteristics?

With the above in mind and following data analysis, who is the policy, service, function, project or strategy going to benefit or have a detrimental effect on and how?	The proposed changes to fees and charges will apply to both PCC clients and other organisations who place individuals within Adult Social Care in-house services. The client groups who use these services are primarily older persons and/or adults with a learning disability.
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<p>Will any of those groups be affected in a different way to others because of your policy, project, service, function, or strategy?</p>	<p>The proposed changes to the fees and charges mechanisms will be applied equally to all PCC clients using the relevant services. The Care and Support (Charging and Assessment of Resources) regulations will also be applied. These regulations require the completion of a financial assessment to determine an individual's ability to financially contribute to their care and support needs. The financial assessment seeks to ensure that clients will only be asked to contribute financially based on their assessed affordability.</p> <p>Where another organisation (i.e. another Local Authority or NHS body) seeks to place an individual within a local authority In-House service, the local authority will not be utilising the charging powers available to it under the Care Act and will therefore be able to charge on a full-cost recovery basis and seek to recover a contribution to its overhead costs. It is the responsibility of the funding Organisation to decide subject to relevant Care Act responsibilities what charges they pass on to their clients.</p>
<p>If you are directly or indirectly discriminating, how are you going to mitigate the negative impact?</p>	<p>No.</p>
<p>Who have you consulted with or are planning to consult with and what was/will be your consultation methodology?</p>	<p>We will not be consulting on these proposed changes to the fees and charges levels. However, clients affected will be notified of the changes and their financial assessment will be reviewed as part of our year-end processes.</p>
<p>How are you going to review the policy, service, project or strategy, how often and who will be responsible?</p>	<p>Fees and charges are reviewed annually. Client financial assessments are also reviewed annually. Additional reviews can also be undertaken, if an individual notifies PCC of a change in financial circumstances.</p>

Crime - Will it make our city safer?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Housing - will it provide good quality homes?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Health - will this help promote healthy, safe and independent living?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Income deprivation and poverty - will it consider income deprivation and reduce poverty?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Carbon emissions - will it reduce carbon emissions?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Energy use - will it reduce energy use?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Climate change mitigation and flooding - will it proactively mitigate against a changing climate and flooding?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Natural environment - will it ensure public spaces are greener, more sustainable and well-maintained?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Air quality - will it improve air quality?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Transport - will it make transport more sustainable and safer for the whole community?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Waste management - will it increase recycling and reduce the production of waste?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Culture and heritage - will it promote, protect and enhance our culture and heritage?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Employment and opportunities - will it promote the development of a skilled workforce?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Economy - will it encourage businesses to invest in the city, support sustainable growth and regeneration?

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Social value

This section is not applicable to my policy	<input checked="" type="checkbox"/>
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Involvement

Who was involved in the Integrated impact assessment?	Emily Hatton
Name of the person completing this form	Richard Webb
Date of completion	2024-02-02

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