

# Taunton Deane Borough Council

## Tenant Services Management Board – 28<sup>th</sup> October 2013

### Housing Services Fees and Charges 2014/15

#### Report of the Housing Income Manager

(This matter is the responsibility of Executive Councillor Jean Adkins)

#### 1. Executive Summary

This report sets out the proposed fees and charges for Housing Services in 2014/15.

The Tenant Services Management Board is invited to comment on the proposed fees and charges before Corporate Scrutiny considers them at their meeting in November 2013.

#### 2. Background

Housing services charges service users for services that they use. These charges are set locally each year.

#### 3. Proposed fees and charges increases for 2014/15

It is proposed to increase all fees and charges by applying Retail Price Index (RPI) inflation as at the previous September 2013 (September 2013 RPI inflation was 3.2%) as set out in Appendix A.

Council housing rents will be set early in the New Year.

#### 4. Finance Comments

This is a finance report and there are no further comments.

#### 5. Legal Comments

There are no legal implications of this report.

#### 6. Links to Corporate Aims

There are no specific links within this report.

**7. Environmental Implications**

There are no environmental and community safety implications of this report.

**8. Community Safety Implications**

There are no environmental and community safety implications of this report.

**9. Equalities Impact**

An equality impact assessment is set out in Appendix B

**10. Risk Management**

Not appropriate to this report.

**11. Partnership Implications**

There are no partnership implications of this report.

**12. Recommendations**

The Tenant Services Management Board is invited to comment on the proposed fees and charges for 2014/15 as set out in this report.

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## Appendix A

### Housing

	2013/14	2014/15
<b>Service Charges</b>		
Communal areas	£0.57	£0.59
Grounds maintenance	£0.74	£0.76

### Combined Service Charges

Specialised (Extra Care) Sheltered Housing	£47.19	£48.70
Sheltered Housing	£17.08	£17.63
Low Level Sheltered Support	£8.49	£8.76

### Garage Rents

Council tenants	£5.47	£5.65
Private tenants and Owner Occupiers (exc. VAT)	£6.36	£6.68
Private tenants and Owner Occupiers (inc VAT)	£7.63	£8.01

### Hire Charges for Sheltered Scheme Meeting Halls

First hour	£10.20	£10.20
Each half hour thereafter	£4.10	£4.10
6 hours plus	£51.70	£51.70
Total charge for residents in a scheme and community organisations	£13.40	£13.40

### Provision of Meals at Kilkenny Court (Extra Care)

Cost per meal	TBA	TBA
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\* please note the provision of meal service contract is yet to be awarded.

### Hire Charges for Sheltered Scheme Guest Rooms

No. of nights per person			
	1	£11.30	£11.30
	2	£18.10	£18.10
	3	£24.90	£24.90
	4	£31.70	£31.70
	5	£39.10	£39.10
	6	£45.30	£45.30
	7	£52.60	£52.60

<b>Hostels (rent per day)</b>	<b>2013/14</b>	<b>2014/15</b>	<b>Service Charge 2014/15</b>	<b>Gross Per Day</b>
40 Humphreys Road	£8.44	£8.71	£0.85	£9.56
1 Gay Street	£8.44	£8.71	£3.48	£12.19
Outer Circle				
113 and 113a (studios)	£7.18	£7.41	£3.48	£10.89
115 and 115a (3 bedroom)	£9.35	£9.65	£4.26	£13.91
119 (2 bedroom)	£7.18	£7.41	£3.48	£10.89
119a (2 bedroom)	£7.18	£7.41	£0.85	£8.26
Sneddon Grove				
Unit 1 (2 bedroom)	£8.44	£8.71	£3.48	£12.19
Unit 2 (2 bedroom)	£7.73	£7.98	£3.48	£11.46
Unit 3 (2 bedroom)	£7.73	£7.98	£3.48	£11.46
Unit 4 (3 bedroom)	£10.12	£10.44	£4.26	£14.70
Unit 5 (3 bedroom)	£10.12	£10.44	£4.26	£14.70
Unit 6 (2 bedroom)	£8.44	£8.71	£3.48	£12.19
Unit 7 (3 bedroom)	£10.12	£10.44	£4.26	£14.70
Unit 8 (2 bedroom)	£10.12	£10.44	£4.26	£14.70
Winckworth Way				
Unit 1 (2 bedroom)	£7.73	£7.98	£3.48	£11.46
Unit2 (2 bedroom)	£7.73	£7.98	£3.48	£11.46
Unit 3 (3 bedroom)	£10.12	£10.44	£4.26	£14.70
Wheatley Crescent (4 studios)				
30 (1 bedroom)	£7.18	£7.41	£0.85	£8.26
32 (1 bedroom)	£7.18	£7.41	£0.85	£8.26
34 (1 bedroom)	£7.18	£7.41	£0.85	£8.26
36 (1 bedroom)	£7.18	£7.41	£0.85	£8.26

## Notes;

### Fees and Charges 2014/15 increases;

In line with the approved HRA Business Plan the Fees and Charges for 2014/15 have been increased across the board by RPI 3.2% with the following exceptions:

- Garage rents for private tenants and owner occupiers have been increased by 5%; and
- Hire charges for the sheltered scheme meeting halls and hire charges for sheltered scheme guest rooms have not been increased and this is to increase the take up of the use of the facilities.

Appendix B

**Equality Impact Assessment – pro-forma**

<b>Responsible person</b>	<i>Lisa West</i>	<b>Job Title: Housing Income Manager</b>
<b>Why are you completing the Equality Impact Assessment? (Please mark as appropriate)</b>	Proposed new policy/service	
	Change to Policy/service	
	Budget/Financial decision – MTFP	√
	Part of timetable	
<b>What are you completing the Equality Impact Assessment on (which, service, MTFP proposal)</b>	<b>Housing Services Fees and Charges 2014/15</b>	
<b>Section One – Scope of the assessment</b>		
What are the main purposes/aims of the policy/decision/service?	<ul style="list-style-type: none"> <li>• <i>Proposal to increase the fees and charges from April 2014 for Housing Services detailed in the attached report.</i></li> <li>• <i>The proposed increase to fees and charges will ensure sufficient financial resources are in place to deliver the services.</i></li> </ul>	
Which protected groups are targeted by the policy/decision/service?	<i>1. Age; 2. Disability; 3. Gender Reassignment; 4. Pregnancy and Maturity; 5. Race; 6. Religion or belief; 7. Sex; 8. Sexual Orientation; 9. Marriage and civil partnership</i>	
What evidence has been used in the assessment - data, engagement undertaken – please list each source that has been used The information can be found on.....	<p>1. Engagement Formal discussion on the proposed fees and charges to be held with the Tenant Services Management Board at its meeting on the 28<sup>th</sup> October 2013.</p> <p>(A verbal update on the Tenant Services Management Board comments and recommendation are to be presented to Corporate Scrutiny Committee in November 2013)</p>	
<b>Section two – Conclusion drawn</b> about the impact of service/policy/function/change on different groups highlighting negative impact, unequal outcomes or missed opportunities for promoting equality		

*The proposed fees and charges increases will apply to all services users and as such no potential discrimination amongst the protected groups has been identified.*

*To help support service users on low incomes Housing Services will continue to provide a number of initiatives to enable service users to manage their finances and maximise their income:*

- *Publish clear information on all the fees and charges that will help service users to manage their own finances;*
- *Signpost service users to a relevant benefit agency to help ensure they are maximising their income to meet their living costs;*
- *Take action to raise the awareness of accessing a range of welfare benefits; and*
- *Provide the opportunity to access direct support for service users in checking they are in receipt of the welfare benefits they are entitled to claim*

**I have concluded that there is/should be:**

No major change - no adverse equality impact identified	No major change as no adverse equality impact on the protected groups
Adjust the policy/decision/service	
Continue with the policy/decision/service	
Stop and remove the policy/decision/service	

Reasons and documentation to support conclusions

**Section four – Implementation – timescale for implementation**

The proposed increase in fees and charges will be applicable from April 2014

**Section Five – Sign off**

Responsible officer: Lisa West	Management Team: Health & Housing
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Date: 11 <sup>th</sup> October 2013	Date: 11 <sup>th</sup> October 2013
<b>Section six – Publication and monitoring</b>	
Published on	
Next review date	Date logged on Covalent

### Action Planning

The table should be completed with all actions identified to mitigate the effects concluded.

<b>Actions table</b>						
<b>Service area</b>				<b>Date</b>		
<b>Identified issue drawn from your conclusions</b>	<b>Actions needed</b>	<b>Who is responsible?</b>	<b>By when?</b>	<b>How will this be monitored?</b>	<b>Expected outcomes from carrying out actions</b>	