

Appendix B.

Section headings are highlighted in bold in the table below:

No	Current policy content	Proposed policy content	Consultation question needed	reason
New	n/a	Introduction – in line with policy document standards	No	This will not fundamentally change the policy or the amount service users are charged
1	Principles	Updated to Key Principles in line with Councils Corporate Plan and priorities	No	This will not fundamentally change the policy or the amount service users are charged
2	Legislation	Minor update to modernise language and wording	No	This will not fundamentally change the policy or the amount service users are charged
3	Services provide free of charge	Minor update to modernise language and wording	No	These are prescribed in legislation, the Council is not able to change these
New	n/a	Services for which a charge is made- to provide clarity and transparency about services that attract a charge	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	General charging principles – review and update to provide clarity and transparency about the charging framework we will use	No	This will not fundamentally change the policy or the amount service users are charged
4	Capital limits	Minor update - This will move to Appendix B	No	These are prescribed in legislation, the Council is not able to change these
5	Carrying out a financial assessment	Major change – to be replace with How to apply for a financial assessment . The current application process is solely by completing a paper application form and	Yes	This is a significant change. The Council will need to understand which service users won't be able to complete an online application and the type of support needed.

		providing supporting documents. The Council is moving to online application forms. The current policy facilitates home visits to help with the completion of the application form. Routine home visits are no longer offered, the impact of this removal has been minimal.		
6	Light Touch financial assessment	Major change- to be replaced with Light Touch Financial Assessments and Self-Assessments . The current application process is solely by completing a paper application form and providing supporting documents. The Council is moving to online application forms. The current policy facilitates home visits to help with the completion of the application form. Routine home visits are no longer offered, the impact of this removal has been minimal.	Yes	This is a significant change. The Council would like to understand if service users would like to use light touch financial assessments and Self-Assessment and given the opportunity to explain why this would be beneficial or detrimental to them.
New	n/a	Delays in completing a financial assessment- to provide clarity and transparency about what happens if there is a delay in completing a financial assessment	No	This will not fundamentally change the policy or the way in which the Council treats delays
7	Deprivation of Assets and Debt	Minor update – Deprivation of Assets -This will move to Appendix G . Further information and clarification will also be provided Minor update – Debt recovery process – This will move to Appendix I . Further information and clarification will also be provided	No	This will not fundamentally change the policy or the way in which the Council treats deprivation of assets or how we collect and recover debts

8	Charging for care and support in a care home	Major update – to be replaced with Charging for care and support for people living in care homes with sub sections as follows: a) Care home costs b) Choice of Accommodation c) Top-ups d) Financial assessment calculations e) Self-Funders f) Property g) Deferred Payment Agreements h) Personal Expenses Allowance	No	These changes are to provide more detailed information, clarity and timescales. This will not fundamentally change the policy or the amount service users are charged.
9	Choice of Accommodation	Minor update – to be moved to a sub section	No	This will not fundamentally change the policy, or the amount service users are charged
10	Deferred Payment Agreements	Minor update – to be moved to a sub section and Appendix F	No	This will not fundamentally change the policy, or the amount service users are charged
11	Charging for care and support in other care settings including home care	Major update – to be replaced with Charging for care and support for people living in the community with sub sections as follows: a) Personal budgets b) Financial assessment calculation c) Capital d) Income e) Joint accounts f) Disability Related Expenditure g) Night care services h) Couples/Joint occupation In addition – further details will be provided in:	Yes- in part	This is a significant change. Some of the sub sections will provide information and clarity and will not fundamentally change the policy, or the amount service users are charged. These will not be consulted upon. For those that will lead to a change, the Council would like to seek views on: a) which groups of people, who share common

		Appendix A Fees and charges Appendix C Tariff Income Appendix D Assessment Allowances Appendix E Disability Related Expenditure		<p>characteristics, should be allowed to retain more of their income (above the standard amounts) and how much, if any.</p> <p>b) What costs should be included as Disability Related Expenditure and why</p> <p>c) XXXX</p>
12	Charging for support to carers	Minor update to Charging carers to modernise language and wording	No	This will not fundamentally change the policy, or the amount carers are charged (This is currently nil)
13	Requesting council support to meet eligible needs	This will be deleted. Any necessary narrative will be moved to the section on How to apply for a financial assessment.	No	This will not fundamentally change the policy, or the amount service users are charged
14	Welfare benefit checks	Minor update – this will be moved to a new section called Information and Advice Further information and signposting will also be provided	No	This will not fundamentally change the policy, or the amount service users are charged
15	Completion of the financial assessment	This will be deleted. Any necessary narrative will be moved to the section on How to apply for a financial assessment.	No	This will not fundamentally change the policy, or the amount service users are charged
16	Reviews, revisions and reassessment	This will be deleted. Any necessary narrative will be reviewed and moved to the new section on Reviews	No	This will not fundamentally change the policy, or the right to request a review. .
17	Appeals and complaints	Minor update – this will be moved to a new section called Complaints and appeals .	No	This will not fundamentally change the policy, or the right to appeal or make a complaint.
18	Data protection and security	Minor update – this will be moved to a new section called General Data Protection Regulations	No	This will not fundamentally change the policy, or the rights of natural persons.

New	n/a	Administration fees- to provide clarity and transparency about services that attract an administration fee	No	This will not fundamentally change the policy, or the amount charged for administration fees.
New	n/a	Respite- to provide clarity and transparency about respite charges	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Short Term or Temporary Stays in a care home- to provide clarity and transparency about charging for short term and temporary stays	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Where a person lacks capacity- to provide clarity and transparency about charging when a person lacks capacity	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Continuing Healthcare (CHC)- to provide clarity and transparency about charging when a person has CHC funding	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Duty to notify changes in circumstances- to provide clarity and transparency about what changes we need to know about	No	This will not fundamentally change the policy or the amount service users are charged
New	N/a	Cancellation of services - to provide clarity and transparency about what happens when a service is cancelled	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Error and fraud - to provide clarity and transparency about our approach to error and fraud	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Paying the charges for care and support - to provide clarity and transparency about how invoices can be paid	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Waivers- This is a significant change. The current policy is not explicit about when charges might be waived and for how long. This new section will seek to make provision	Yes	This is a significant change. The Council would like to seek views on:

		to waiver charges for service users in exceptional circumstances or suffering from several financial hardship, this may be in part, in full and for a set period of time.		<p>a) In what exceptional circumstances, should the charges be waived, if any.</p> <p>b) If a service user is suffering from severe financial hardship, does it matter how the hardship has occurred, and should the Council waiver charges, if any.</p>
New	n/a	Recovery of debt- to provide clarity and transparency about the steps the Council can take if invoices aren't paid.	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Definitions of terms used in this policy to provide clarity and transparency about the terminology used	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Appendix H- Direct Payment to provide clarity and transparency about Direct Payments	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Appendix J – Related policies	No	This will not fundamentally change the policy or the amount service users are charged
New	n/a	Appendix K – Flow charts	No	This will not fundamentally change the policy or the amount service users are charged