

Bolsover District Council

Executive

11th September 2017

Guest Rooms in Sheltered Housing

Report of the Portfolio Holder for Housing

This report is public

Purpose of the Report

To formalise the current working practices in sheltered housing regarding the use of guest rooms.

1 Report Details

- 1.1 Many of the council Category 2 sheltered housing schemes have guest rooms. The guest rooms are part of the communal facilities at sheltered housing scheme. The provision of such a facility is recognised as good practices and given that our flats are small, does allow a friend or relative to stay perhaps when visiting from away or when a tenant is ill. Occasionally the room may be used for a short period as a 'taster' for someone who is thinking of moving into the scheme.
- 1.2 It is the understanding of housing staff that the cost of the guest room, which are usually smaller than most occupied rooms. Is covered by the Special Services Charge that is made to all residents in sheltered housing as this is a communal facility.
- 1.3 However, a recent audit into sheltered housing has pointed out that the provision of the guest rooms is not specifically referred to in the explanation of the Special Service Charges in the annual briefing provided to customers. Moreover there is no guidance as to the level of charge, nor what happens to any money.
- 1.4 Working practice and the intention of the Housing Services is that there is no expectation of any charge from the use of the guest room. However, if residents do choose to make a charge they are free to ask for an appropriate donation for the use of the scheme, to set the level of the donation, and to retain any money from this for communal funds. (for reference most schemes currently ask for around £5 per night) It is also the decision of the residents group how these funds are spent.
- 1.5 It is relevant that the usage of the guest rooms is low, but the presence of the room and the ability for family to stay does offer reassurance to residents.

2 Conclusions and Reasons for Recommendation

- 2.1 That the guest rooms offer a valuable resource within sheltered housing schemes.
- 2.2 That as the cost of providing the guest room is met by the special services charge there is no expectation of any additional income from the use of these rooms.
- 2.3 That residents should be free to ask for a donation for the use of the rooms, with any income being retained towards the residents fund.

3 Consultation and Equality Impact

- 3.1 None

4 Alternative Options and Reasons for Rejection

- 4.1 For the Council to levy a charge. Rejected as the cost is covered by the special services charge, and that the administration of any scheme would be an administrative burden.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 None. This is conformation of existing working practice.

5.2 Legal Implications including Data Protection

- 5.2.1 None

5.3 Human Resources Implications

- 5.3.1 None

6 Recommendations

- 6.1 That the Council continue to make no charge for the use of guest rooms in Category 2 sheltered housing schemes.

7 Decision Information

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: <i>BDC: Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	<p>No</p>
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	<p>No</p>
<p>District Wards Affected</p>	<p>All wards with a sheltered housing scheme.</p>
<p>Links to Corporate Plan priorities or Policy Framework</p>	<p>None</p>

8 Document Information

Appendix No	Title
<p>Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
Report Author	Contact Number