## POLICIES & PROCEDURES - DOCUMENT

### C21 MANAGEMENT OF SERVICE USER MONEY & AFFAIRS

### APPENDIX 1 - LONG TERM PLACEMENT MEAL ALLOWANCES

<table>
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| **1** | This policy applies to SL Carers providing long term placements and people residing in long term Adult Placements. Although based on Housing Benefit entitlements this policy is also applied to people who are not eligible for Housing Benefit.  
All long term placements are set up on a full board basis. This means that an SL Carer is responsible for providing three meals a day. This is a contractual requirement as it is part of the licence agreement that all SL Carers providing long term placements agree and sign.  
Each long term placement needs to have a licence agreement in place so that the terms of the tenancy are clear to both parties and a service user who is eligible to apply for Housing Benefit is able to do so.  
In some instances service users living in long term placements may attend day services or perhaps go to college, this can lead to some uncertainty or irregularity concerning what the SL Carer provides the service user with for their mid-day meal.  
This policy endeavours to bring equality and constancy to the provision of meals for and people living in long term placements. |

### **2** **Meal Allowances**

| **2.1** | The weekly figure which is disregarded for all HB applicants, including service users who access Shared Lives is **£25.30 per week**, which represents full board, i.e. breakfast, lunch and dinner. This breaks down into a daily amount of **£3.61**.  
This is the figure that service users pay via their ‘client contribution’.  
There is guidance with regard to the provision of meals by a landlord and if the landlord only provides breakfast then the daily amount disregarded would be **45p per day**. This leaves a total of **£3.16 per day** to cover lunch/light snack and dinner/main meal. |

### **3** **Daily Amounts**
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>3.1 Breakfast</td>
<td>£0.45*</td>
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<tr>
<td>3.2 Lunch / Snack</td>
<td>£1.16*</td>
<td></td>
</tr>
<tr>
<td>3.3 Dinner / Main Meal</td>
<td>£2.00*</td>
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* These figures may be subject to change at the beginning of each financial year.

4 A Shared Lives Carer providing a Long Term placement to a service user who attends a day service, college or any other service or activity during the day is liable to contribute to the cost of the midday meal purchased by the service user as detailed above. This can be provided in kind, such as a packed lunch.

This also applies to a service user living in a Long Term placement who is receiving a Short Break with another Shared Lives Carer, thus if a service user attends a day service or other activity then the cost of the meal when on a Shared Lives Short Break will be met by the Long Term Shared Lives Carer.

The Service user will be liable for paying for any additional cost for meals greater than the above detailed amounts.

All arrangements regarding the purchase of meals for services user residing in a Long Term placement who also attended day services and/or receive Short Breaks are recorded and agreed in the Placement Agreement.