

Market Sustainability and Fair Cost of Care Fund: Information to be reported by each local authority**Version 3.0**

Important: Final data submission will be conducted via a website, not this template. This template is intended to help you prepare for the data submission website, including for its data validation conditions.

DHSC is currently developing an online portal where local authorities will submit their Fair Cost of Care exercise results, reports and Market Sustainability Plans.

Using an online portal improves data protection and security compared to submitting an Excel template via a less secure email inbox.

An online portal will also significantly reduce the likelihood of error or need for resubmissions, in addition to reducing the resource required to process and analyse the returns.

Details regarding how to submit Fair Cost of Care data to the portal will be shared at the earliest time possible in advance of the 14th of October deadline.

Certain data validation conditions will be built into the portal. For example, local authorities will not be able to submit their return if they have entered negative numbers into cells.

Whilst FCOG data returns should be entered using the online portal, familiarisation with the new version of Annex A is encouraged as preparation in case of technical issues with the portal and since the same data validation checks that will be present in the portal have also been built into the new version of Annex A.

These data validation checks are set out below. We recommend that local authorities test their return by entering their data into this Annex A template ahead of their portal submission.

If their return meets all the compulsory conditions below then they will be able to submit successfully to the portal.

Conditions and Data Validation

The table below sets out a series of conditions which indicate whether or not the template has been completed correctly.

The coloured box beside each condition will turn green if the condition is met and remain red if it is not.

The online submission portal will have the same data validation conditions as this Annex A template. If you attempt to submit your return without meeting all of the compulsory conditions below then you will not be allowed to submit.

You should also aim to complete the second block of optional conditions, however these are not necessary for submission.

Compulsory Condition	Has the Condition Been Met?
Has a name and email address been provided?	Yes
Has a nursing staff cost estimate been provided for nursing care?	Yes
Have care staff estimates been provided for residential and nursing care?	Yes
Have total care home staffing estimates been provided?	Yes
Have total premises cost estimates been provided?	Yes
Have total supplies costs estimates been provided?	Yes
Have total head office cost estimates been provided?	Yes
Have return on operations estimates been provided?	Yes
Have return on capital estimates been provided?	Yes
Have total cost estimates been provided?	Yes
Have estimates of number of nursing hours been provided?	Yes
Have estimates of number of carer hours been provided?	Yes
Has average carer basic pay been provided?	Yes
Has average nurse basic pay been provided?	Yes
Has an estimate of direct care costs been provided?	Yes
Has an estimate of travel time costs been provided?	Yes
Has an estimate of total careworker costs been provided?	Yes
Has an estimate of total business costs been provided?	Yes
Has a return on operations estimate been provided?	Yes
Has an estimate of total costs been provided?	Yes
Has carer basic pay per hour been provided?	Yes
Have average 2021/22 external provider fee rates been provided?	Yes
Have average 2022/23 external provider fee rates been provided?	Yes
Have figures for spending associated with increasing domiciliary care fees been provided?	Yes
Have figures for spending associated with increasing care home without nursing fees been provided?	Yes
Have figures for spending associated with increasing care home with nursing fees been provided?	Yes
Have figures for spending associated with internal resourcing for implementation activities been provided?	Yes
Have figures for spending associated with external resourcing for implementation activities been provided?	Yes

Have all compulsory conditions been met? Yes

Secondary Conditions

Has a telephone contact been provided?	Yes
Has number of eligible locations been completed?	Yes
Has number of residents covered by responses been completed?	Yes
Has the biggest sustainability challenge for homecare been listed?	Yes
Has the biggest sustainability challenge for care homes without nursing been listed?	Yes
Has the biggest sustainability challenge for care homes with nursing been listed?	Yes
Has a freehold valuation estimate been provided?	Yes
Is the % of funding spent on implementation activities less than 25%?	Yes
Has number of survey responses received for care homes been completed?	Yes
Has the number of responses and number of eligible locations for domiciliary care been completed?	Yes

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Objective of this template

To report the results of your cost of care exercise and break down your Market Sustainability and Fair Cost of Care Fund spending.

Please complete the tables below. If you do not have figures for a particular cell then it can be left blank. However, do note that in order to fulfil the conditions set out below, a positive number must be entered into particular cells.

a) Numbers are required in cells that are intended to contain a money amount or number; an error message will be shown otherwise.

b) Data can be entered into orange cells only. Darker orange cells denote subtotals; these were previously forced to equal the sum of the detail rows below them, but councils can adopt the most appropriate median-based analytical approach.

c) Totals were previously automatically calculated from subtotals, however councils should now adopt the most appropriate median-based analytical approach to totals based on the data they have obtained. The median could be used.

d) The cost of care exercise results that you report should be in **April 2022 prices**. This means that if you collected data for 2021/22 or earlier, you will need to adjust the data for changes in the National Living Wage.

e) You may report zeros where appropriate. However it is not sufficient to only complete the subtotal and total rows, with zeros everywhere else. Care must be taken to carefully differentiate zero and missing values.

f) If you have been unable to gather data that differentiates standard needs and enhanced needs, please enter the same numbers in the standard needs and enhanced needs boxes.

(1) Please click the orange box below and choose your local authority.

Description	Data item
Local Authority Name	Bexley

(2) Please enter the details of the person completing this form.

Description	Data item
Name	Alison Rogers
Email	Alison.Rogers@selondonics.nhs.uk
Telephone	020 8176 5365

(3) Please enter the results of your cost of care exercise into the templates below.

Note that these should be the overall median local authority level results of your cost of care exercise. You should not provide location/provider level data to DHSC.

If you have used the LGA tools, your results should follow the cost structure below. It may be possible to copy and paste your cost of care exercise results into the table below.

Cost of care exercise results for age 65+ care homes:

Cost of care exercise results - all cells should be £ per resident per week, MEDIANS.	65+ care home places without nursing	65+ care home places without nursing, enhanced needs	65+ care home places with nursing	65+ care home places with nursing, enhanced needs
Total Care Home Staffing	£428.01	£484.64	£624.01	£713.55
Nursing Staff	£0.00	£0.00	£191.28	£229.53
Care Staff	£283.15	£339.78	£256.41	£307.69
Therapy Staff (Occupational & Physio)	£0.00	£0.00	£0.00	£0.00
Activity Coordinators	£13.91	£13.91	£12.14	£12.14
Service Management (Registered Manager/Deputy)	£34.72	£34.72	£34.10	£34.10
Reception & Admin staff at the home	£15.81	£15.81	£15.04	£15.04
Chefs / Cooks	£18.74	£18.74	£38.34	£38.34
Domestic staff (cleaning, laundry & kitchen)	£50.63	£50.63	£48.01	£48.01
Maintenance & Gardening	£9.13	£9.13	£9.80	£9.80
Other care home staffing (please specify)	£1.92	£1.92	£18.89	£18.89

Total Care Home Premises	£33.73	£33.73	£23.31	£23.31
Fixtures & fittings	£2.34	£2.34	£3.12	£3.12
Repairs and maintenance	£26.76	£26.76	£13.90	£13.90
Furniture, furnishings and equipment	£3.92	£3.92	£3.66	£3.66
Other care home premises costs (please specify)	£0.73	£0.73	£2.63	£2.63
Total Care Home Supplies and Services	£100.52	£100.52	£111.74	£111.74
Food supplies	£32.22	£32.22	£32.27	£32.27
Domestic and cleaning supplies	£7.40	£7.40	£9.10	£9.10
Medical supplies (excluding PPE)	£3.30	£3.30	£3.70	£3.70
PPE	£0.83	£0.83	£0.16	£0.16
Office supplies (home specific)	£2.68	£2.68	£2.44	£2.44
Insurance (all risks)	£6.69	£6.69	£6.50	£6.50
Registration fees	£3.35	£3.35	£3.66	£3.66
Telephone & internet	£1.15	£1.15	£1.55	£1.55
Council tax / rates	£0.52	£0.52	£0.47	£0.47
Electricity, Gas & Water	£31.82	£31.82	£35.57	£35.57
Trade and clinical waste	£4.16	£4.16	£5.32	£5.32
Transport & Activities	£2.39	£2.39	£1.76	£1.76
Other care home supplies and services costs (please specify)	£3.99	£3.99	£9.25	£9.25
Total Head Office	£92.28	£92.28	£74.95	£74.95
Central / Regional Management	£32.33	£32.33	£39.36	£39.36
Support Services (finance / HR / legal / marketing etc.)	£45.25	£45.25	£26.86	£26.86
Recruitment, Training & Vetting (incl. DBS checks)	£7.96	£7.96	£2.96	£2.96
Other head office costs (please specify)	£6.73	£6.73	£5.77	£5.77
Total Return on Operations	£34.04	£36.98	£43.37	£48.02
Total Return on Capital	£39.27	£42.67	£50.04	£55.41
TOTAL	£727.85	£790.83	£927.42	£1,026.99

Supporting information on important cost drivers used in the calculations:	65+ care home places without nursing,		65+ care home places with nursing,	
	65+ care home places without nursing	enhanced needs	65+ care home places with nursing	enhanced needs
Number of location level survey responses received	6	11	7	5
Number of locations eligible to fill in the survey (excluding those found to be ineligible)	11	13	12	6
Number of residents covered by the responses	118	435	249	81
Number of carer hours per resident per week	24	27	24	24
Number of nursing hours per resident per week	0	0	9	11
Average carer basic pay per hour	£18.78	£15.52	£18.27	£18.85
Average nurse basic pay per hour			£29.20	£30.70
Average occupancy as a percentage of active beds	85%	88%	87%	86%
Freehold valuation per bed	£29,025.64	£89,311.59	£24,879.12	£34,830.77

Cost of care exercise results for age 18+ domiciliary care

If your cost of care exercise breaks domiciliary care costs down into different categories, such as urban and rural, the table below should reflect the overall weighted average cost across your categories.

Cost of care exercise results - all cells should be £ per contact hour, MEDIANS.	18+ domiciliary care
Total Careworker Costs	£18.48
Direct care	£11.97
Travel time	£1.37
Mileage	£0.77
PPE	£0.20
Training (staff time)	£0.18
Holiday	£1.62
Additional noncontact pay costs	£0.03
Sickness/maternity and paternity pay	£0.29
Notice/suspension pay	£0.02
NI (direct care hours)	£1.58
Pension (direct care hours)	£0.45
Total Business Costs	£5.95
Back office staff	£2.88
Travel costs (parking/vehicle lease et cetera)	£0.01
Rent/rates/utilities	£0.26
Recruitment/DBS	£0.08
Training (third party)	£0.08
IT (hardware, software CRM, ECM)	£0.32
Telephony	£0.15
Stationery/postage	£0.07
Insurance	£0.15
Legal/finance/professional fees	£0.20
Marketing	£0.02
Audit and compliance	£0.03
Uniforms and other consumables	£0.02
Assistive technology	£0.00
Central/head office recharges	£1.31
Other overheads	£0.32
CQC fees	£0.08
Total Return on Operations	£0.68
TOTAL	£25.11

Note: this does not have to be the median of reported ROO. Local authorities are able to exercise their judgement in the es

Note: this no longer the sum of the subtotal medians. Local authorities are able to adopt the most appropriate median-bas

Supporting information on important cost drivers used in the calculations:	18+ domiciliary care
Number of location level survey responses received	12
Number of locations eligible to fill in the survey (excluding those found to be	30
Carer basic pay per hour	£11.90
Minutes of travel per contact hour	5
Mileage payment per mile	£0.45
Total direct care hours per annum	791657

(4) Please reproduce your 2021/22 and 2022/23 external provider fee rates below (using iBCF definitions as set out on the 'iBCF fee rate definitions' tab).

Description	18+ homecare, £ per contact hour	65+ care home without nursing, £ per resident per week	65+ care with nursing, £ per resident per week
Cost of care exercise result (from above)	£25.11	£777.36	£951.75
Average 2021/22 external provider fee rate (using iBCF definitions, consistently with 2022/23)	£18.84	£640.26	£726.59
Average 2022/23 external provider fee rate (using iBCF definitions)	£19.53	£696.33	£787.42
NHS funded nursing care rate 2022/23	Not applicable	Not applicable	£209.19
Average 2022/23 external provider fee rate with FNC where applicable	£19.53	£696.33	£996.61
Hence distance from cost of care exercise result (%)	-22.22%	-10.42%	4.71%
Hence 2022/23 fee uplift compared to 2021/22 (% , excluding FNC)	3.66%	8.76%	8.37%

User-weighted averages are calculated from

See the 'iBCF fee rate definitions' tab.

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<https://www.gov.uk/government/news/ir>

(2) Please complete the budget below detailing how you have spent the Net Cost of Care and Market Sustainability grant for 2023/24.

1. Grant activity	2. Grant activity	3. Net Cost of Care and Market Sustainability Grant 2023/24, with details	4. Spend of grant associated with the response to the marketing case including secondary care provision	5. Budget sustainability challenge for the business	6. Spend of grant associated with the business	7. Spend of grant associated with the business	8. Spend of grant associated with the business	9. Spend of grant associated with the business	10. Spend of grant associated with the business	11. Spend of grant associated with the business	12. Spend of grant associated with the business	13. Spend of grant associated with the business	14. Spend of grant associated with the business	15. Spend of grant associated with the business	16. Spend of grant associated with the business	17. Spend of grant associated with the business	18. Spend of grant associated with the business	19. Spend of grant associated with the business	20. Spend of grant associated with the business	21. Spend of grant associated with the business	22. Spend of grant associated with the business	23. Spend of grant associated with the business
Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing	Marketing

Check internally, your entries will add up to the overall grant amount.

Thank you for your response.