

Market Availability Planning: Information to be reported by each Local Authority on Ca

Version 1.0

The Market Sustainability and Improvement Fund was announced at the Autumn Statement in November 2022. The primary purpose of the fund is to support local authorities to make tangible improvements to adult social care services in their area. Further details can be found in the MSIF guidance published online at:

As part of the conditions of the fund (Condition 4), local authorities are required to submit a Capacity Plan containing quantitative and qualitative data on adult social care capacity. These Capacity Plans are to support local authorities in identifying capacity gaps and provide government with valuable insight into local challenges, as such, these will not be

As set out in the guidance, these Capacity Plans must include data on:

- Annualised commissioned totals for 2021-22 and 2022-23 for each service type in scope. This must include both the number of clients accessing long-term care during the year and the number of 'units' of each type of care commissioned during the relevant year.
- Best estimate of 2023-24 annual commissioned totals to meet population need.
- Current capacity for each service type in scope including the maximum number of potential clients that could be supported during 2023/24, and a snapshot of the total number of available units of care as of April 2023.

commissioned units during the year.

The data reported as part of this template should **include** both care commissioned with external providers and any delivered using 'in-house' services.

by 11:59pm on 30th June 2023. This reporting template should be submitted to the department by emailing **MSIFCorrespondence@dhsc.gov.uk**.

Further qualitative information will be collected in a separate template.

Conditions and Data Validation

This template makes use of data validation checks to ensure that returns have provided the required information. In order for the return to meet the reporting requirements of the department, it must meet all the conditions set out below. The coloured box beside each condition will turn green if the condition is met and remain red if it is not. If a return has not met a given condition, the local authority will be asked to explain why they were not able to

Condition

Has a local authority been selected?

Has a name and email address been provided?

Annualised Commissioned Totals

Has the required information for number of clients accessing the following types of care been

Nursing 65+

Nursing 18-64

Residential 65+
Residential 18-64
Homecare 65+
Homecare 18-64
Extra Care 65+
Extra Care 18-64
Supported Living 18+

Has the required information for the number of beds/hours/placements commissioned for the

Nursing 65+ (beds)
Nursing 18-64 (beds)
Residential 65+ (beds)
Residential 18-64 (beds)
Homecare 65+ (contact hours)
Homecare 18-64 (contact hours)
Extra Care 65+ (placements)
Extra Care 18-64 (placements)
Supported Living 18+ (placements)

Current Capacity Estimates

Has the maximum number of potential supported clients for 2023/24 for the following types of

Nursing 65+
Nursing 18-64
Residential 65+
Residential 18-64
Homecare 65+
Homecare 18-64
Extra Care 65+
Extra Care 18-64
Supported Living 18+

Has the total available beds/hours/placements as of April 2023 for the following types of care

Nursing 65+ (beds)
Nursing 18-64 (beds)
Residential 65+ (beds)
Residential 18-64 (beds)
Homecare 65+ (contact hours)
Homecare 18-64 (contact hours)
Extra Care 65+ (placements)
Extra Care 18-64 (placements)
Supported Living 18+ (placements)

Have all the conditions been met?

Has the condition been met?

Yes
Yes

provided:

Yes
Yes

Yes
Yes
Yes
Yes
Yes
Yes
Yes

following types of care been provided:

Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes

f care been provided:

Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes

been provided:

Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes

Yes







Instructions/Guidance:

Local authorities should use the template below to report the data required as part of the Capacity Template. The purpose of this template is to collect information on activity and available capacity for each local authority. Please note that this template is concerned only with long-term services (> 6 weeks), data on short-term activity and capacity will be collected as part of the Better Care Fund (BCF) returns. To build a holistic view of available capacity and potential challenges, we require data to be reported for the following long-term service types:

- Long Term Support - Nursing; 65+
- Long Term Support - Nursing; 18-64
- Long Term Support - Residential; 65+
- Long Term Support - Residential; 18-64
- Long Term Support - Community; Homecare 65+
- Long Term Support - Community; Homecare 18-64
- Long Term Support - Community; Extra Care 65+
- Long Term Support - Community; Extra Care 18-64
- Long Term Support - Community; Supported Living 18+

These service types are included to match up with those that the local authority reports as part of the existing annual Short and Long Term (SALT) data collection. The exemption to this is 'Community' support, which has been split between Homecare, Extra Care and Supported Living to enable more accurate capacity reporting, based on sector feedback. Where a required piece of information in the table below matches with an existing SALT definition, the equivalent SALT reference has been provided. If in doubt about the exact scope of provision for this return, follow the scope as defined in SALT.

Please note that individuals who are self-funding their care but are commissioning via the local authority should be **excluded** from the data provided below.

Local authorities must input the following below:

1) Annualised commissioned totals for 2021-22 and 2022-23

For each service type listed, local authorities must report:
a) the total number of clients accessing long term care during the year from 1st April to 31st March of the relevant financial year. This matches with what local authorities already report as part of the existing SALT data collection (see LTS001A of the existing SALT return) and provides a 'common currency' across service types.

Further guidance on the equivalent definition of 'total number of clients accessing long term care' used in the existing SALT return can be found here: <https://digital.nhs.uk/data-and-information/data-collections-and-data-sets/data-collections/social-care-collection-materials-2022>

b) the number of 'units' of each type of care commissioned during the relevant year. Please note that 'commissioned totals' refers to all 'live' or 'open' cases, not just newly commissioned units during the year. This provides information on the actual commissioned units specific to each service type. Unit definitions for each service type can be found below:

- For **accommodation-based services** the unit is the number of **beds** commissioned throughout the year. Beds commissioned refers to the number of 'physical' beds commissioned by the local authority throughout the year. For example, if a bed was occupied by three different local authority clients during the year then that bed should only be counted once. Additionally, a care home only open in winter should also be counted. We recognise that local authorities may not know when a given bed was used for multiple clients during a year. In such cases, it is acceptable to estimate the number of beds commissioned using data on the total number of clients supported and average length of stay.
- For **homecare** the unit is total number of **contact hours** commissioned throughout the year.
- For Extra Care housing (sometimes referred to as 'Flexicare'), local authorities should report the number of commissioned placements.

2) Best estimate of 2023-24 annual commissioned totals to meet population need

Using the same definition and scope as the realised commissioned totals reported above, local authorities must report their best estimate of how much of each service type they will expect to commission across the 2023-24 financial year to meet the needs of their population. As above, local authorities are asked to report their best estimate of the number of clients they expect to access long-term care during the year and the number of 'units' they expect to commission for each service type. To reach this estimate, local authorities should make use of any relevant intelligence, information and reasonable assumptions available to them. This could include sources familiar to local authorities such as POPPI (Projecting Older People Information System) and PANSI (Projecting Adult Needs and Service Information). Once again, 'commissioned totals' refers to all 'live' or 'open' cases, not just newly commissioned units during that year. Local authorities should use the comment box provided to set out any relevant context, information or limitations regarding their estimate (e.g. a summary of any data or intelligence that their estimate is based on).

3) Current capacity estimates

For each service type, local authorities must report:
a) the maximum number of clients they could support during 2023-24 given existing and available local capacity. This will enable comparison with the best estimate of commissioned totals in the previous table and help to identify potential 'capacity gaps'. When estimating the maximum number of clients they could support, local authorities should use existing data on average care home stay length and number of hours of homecare per client. Local authorities should include existing and available capacity outside of the local authority boundary, provided it is in line with and affordable within current commissioning practices. To arrive at this best estimate, local authorities should use reasonable assumptions (e.g. what capacity is realistically available to local authorities on current commissioning practices), relevant intelligence (e.g. average number of home care hours per week) and local knowledge (e.g. whether a care home will open or close in the coming months).

b) a snapshot of the total number of available units of care as of April 2023. For accommodation-based services, this will be the number of available and admittable beds i.e., the beds currently occupied, plus the usable vacancies available at fee rates in line with local authority commissioning practices. For homecare capacity, this will be the total number of contact hours that are currently available and affordable across the month of April 2023. For Extra Care, this will be the total number of placements that are currently available and affordable at fee rates in line with local authority commissioning practices. Local authorities should include existing and available capacity outside of the local authority boundary, provided it is in line with current commissioning practices. As above, to reach their best estimate local authorities should use reasonable assumptions, relevant intelligence and local knowledge.

In cases where the same 'unit' of care could be used across multiple service types (e.g. dual registration where the same 'beds' could be used for either residential or nursing), local authorities should make their own estimate of how they would expect to use this capacity (e.g. 25% nursing, 75% residential). This will help to prevent over or underestimation of the level of capacity available to the local authority.

As above, there is a comment box providing local authorities with the opportunity to provide any further relevant detail on their estimates including data sources and assumptions used alongside limitations. To provide further qualitative context to the data provided, local authorities also have the opportunity to select which of the following options best describes their capacity situation:

- A - Capacity situation means most people have to wait for support and / or receive alternative support.
- B - Capacity situation means people have to occasionally wait for support and / or receive alternative support (e.g. due to specific needs, location etc).
- C - Capacity situation means available provision broadly matches need, with some choice and only occasionally waits. (Neutral option)
- D - Capacity situation means there is available capacity and often choice for people about their service / provider.
- E - Capacity situation means there is 'over-supply' and choice for people accessing support and commissioners.

Please leave any missing data cells as blank e.g. do not attempt to enter '0' or 'N/A' but do leave a comment in the relevant row stating that the required data is not available.

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

Description	Data Item
Local Authority Name	Thurrock

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

Description	Data Item
Name	Hayley Bird
Email Address	Hbird@thurrock.gov.uk
