

Appendix A

2024/25 Fee Increase Consultation Letters

Residential & Nursing Care Homes

Dear Sefton Care Home Provider

RE: Sefton Council Annual Consultation on Care Home Fees

I am writing to inform you that the Council period regarding proposed fees for the 2024/25 financial year will commence on 22nd February 2024 and end on 7th March 2024.

The Council are proposing an **8.02%** increase to fees resulting in the following rates being implemented (with effect from 1st April 2024).

This is applicable to the Council's contracted rate.

	Residential Care	EMI Residential	Nursing	EMI Nursing
2023/24 Fee	£649.70	£735.09	£668.09	£742.51
2024/25 Fee - 8.02% increase	£701.81	£794.04	£721.67	£802.06
Increase	£52.11	£58.95	£53.58	£59.55

The following table outlines how the increase has been calculated.

	Increase	% of Costs	% Increase Applied
Staffing (National Living Wage increase)	9.79%	0.7	6.85%
Other Costs - CPI	3.90%	0.3	1.17%
Total			8.02%

Please note the following.

- Nursing figures do not include Funded Nursing Care.
- Where a care home provider charges a rate above the Sefton contracted rate resulting in a Top-Up payment being paid by the Council, it is proposed that the uplift is applied to the contracted rate only.
- Any existing placements which are costed based on an individual Service User assessment may be increased based on the same percentage uplift detailed in the table above.
- Fees will be applicable from 1st April 2024.

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions.

1. Whether the level of proposed fees set out will cover the cost of meeting assessed care needs within an efficient residential/nursing home for the period from 1st April 2024 to 31st March 2025; and
2. If you do not agree with the above rates and if you consider that they will not cover the Care Act 2014, the cost of meeting assessed care needs within an efficient residential/nursing home, please outline why and provide any supporting information that you feel may be pertinent.

The following plan/timeline outlines the next steps of the Consultation and decision-making process.

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23 rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence on the matters consulted on)	23 rd February 2024 – 8 th March 2024
3	Consultation event with Providers	During above consultation period
4	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Providers together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	9th March 2024 - 24th March 2024
5	Letter to all Providers (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
6	Cabinet Decision	4th April 2024
7	2024/25 Fees Published (Following expiry of "call-in" period for Decision)	13th April 2024

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process.

Please return your comments by e-mail to Kate.Edgar@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours Faithfully



Deborah Butcher

Executive Director Adult Social Care and Health (DASS) and Cheshire and Merseyside ICB Place Director Sefton

Community Support

Dear Provider

RE: Consultation on Sefton Community Support Rate – 2024/2025

I am writing in order to commence formal Sefton Council consultation with you on our proposed fees for the 2024/25 financial year.

The Council are proposing a **4.59%** increase to fees resulting in the following rates being implemented (with effect from 1st April 2024):

Table 1 - Proposed 2023/2024 Community Support Rate

Duration / Service Element	2024/25	2023/24
1 Hour	£22.55	£21.56

In the spirit of openness and transparency the table below details how the increase has been calculated.

Table 2 - Calculations for 2024/2025 Community Support Rate

	2023/24	2024/25 Fee	Details
Direct care	£10.90	£12.00	RLW Increase from £10.90
Travel time	£1.09	£0.60	Reduced figure to that within Domiciliary Care model due to less visits / travel costs incurred.
Mileage	£0.45	£0.24	Reduced figure to that within Domiciliary Care model due to less visits / travel costs incurred.
Training (staff time)	£0.23	£0.25	RLW Increase - 10.09%

Holiday	£1.56	£1.72	RLW Increase - 10.09%
Additional noncontact pay costs	£0.00	£0.00	RLW Increase - 10.09%
Sickness/maternity and paternity pay	£0.33	£0.36	RLW Increase - 10.09%
Notice/suspension pay	£0.00	£0.00	RLW Increase - 10.09%
NI (direct care hours)	£0.97	£1.07	RLW Increase - 10.09%
Pension (direct care hours)	£0.42	£0.46	RLW Increase - 10.09%
Back office staff	£3.04	£3.16	CPI - 3.9%
Travel costs (parking/vehicle lease etc)	£0.00	£0.00	CPI - 3.9%
Rent/rates/utilities	£0.35	£0.36	CPI - 3.9%
Recruitment/DBS	£0.21	£0.22	CPI - 3.9%
Training (third party)	£0.04	£0.04	CPI - 3.9%
IT (hardware, software CRM, ECM)	£0.20	£0.21	CPI - 3.9%
Telephony	£0.08	£0.08	CPI - 3.9%
Stationery/postage	£0.06	£0.06	CPI - 3.9%
Insurance	£0.12	£0.12	CPI - 3.9%
Legal/finance/professional fees	£0.08	£0.09	CPI - 3.9%
Marketing	£0.03	£0.03	CPI - 3.9%
Audit and compliance	£0.00	£0.00	CPI - 3.9%
Uniforms and other consumables	£0.03	£0.03	CPI - 3.9%
Assistive technology	£0.00	£0.00	CPI - 3.9%
Central/head office recharges	£0.33	£0.35	CPI - 3.9%
Other overheads	£0.00	£0.00	CPI - 3.9%
CQC fees	£0.09	£0.09	CPI - 3.9%
Total Return on Operations	£0.95	£1.00	4.63% on £21.55
TOTAL	£21.56	£22.55	4.59%

Please note the following:

- Fees would be applicable from 1st April 2024.
- The figures in the table below are not a definitive guide on expenditure on each specific element as it is acknowledged that Providers will have their own specific business models and operating costs.
- The above rate would also be applicable to Direct Payment recipients who utilise a CQC registered Agency.

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions:

1. Whether the level of proposed fees set out in the proposals and tables above will cover the cost of delivering Community Support services for the period from 1st April 2024 to 31st March 2025.
2. If you do not agree with the above rates, in particular if you consider that they will not cover the Care Act 2014, the cost of delivering Community Support services, please provide budgeted costings, together with evidence of actual expenditure and a breakdown of your hourly rate, in support of your comments.

The following plan/timeline outlines the next steps of the Consultation and decision-making process;

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence on the matters consulted on)	23rd February 2024 – 8 th March 2024
3	Consultation event with Providers	During above consultation period
4	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Providers together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	9th March 2024 - 24th March 2024
5	Letter to all Providers (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
6	Cabinet Decision	4th April 2024
7	2024/25 Fees Published (Following expiry of “call-in” period for Decision)	13th April 2024

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process.

Please return your comments by e-mail to Jacqueline.Byrne@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this

matter and to respond to this consultation.

Yours faithfully,



Deborah Butcher

Executive Director Adult Social Care and Health (DASS) and NHS Director Sefton

Day Care

Dear Provider

RE: Sefton Council Annual Consultation on Day Care Fees

I am writing in order to commence formal Sefton Council consultation with you on our proposed fees for the 2024/25 financial year.

The Council are proposing a **8.57%** increase to fees – from 1st April 2024. This increase is proposed in line with other community-based services fee increase proposals.

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions;

1. Whether the level of proposed fees set out will cover the cost of delivering Day Care services for the period from 1st April 2024 to 31st March 2025; and
2. If you do not agree with the above rates and in particular, if you consider that they will not cover the Care Act 2014, the cost of delivering Day Care services, please outline why and provide any supporting information that you feel may be pertinent.

The following plan/timeline outlines the next steps of the Consultation and decision-making process;

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence on the matters consulted on)	23rd February 2024 – 8 th March 2024
3	Consultation event with Providers	During above consultation

		period
4	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Providers together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	9th March 2024 - 24th March 2024
5	Letter to all Providers (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
6	Cabinet Decision	4th April 2024
7	2024/25 Fees Published (Following expiry of "call-in" period for Decision)	13th April 2024

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process.

Please return your comments by e-mail to Rebecca.Bond@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours Faithfully



Deborah Butcher

Executive Director Adult Social Care and Health (DASS) and NHS Director Sefton

Direct Payments

Dear Direct Payment Recipient

RE: Sefton Council Consultation on 2024/25 Direct Payment Rates

I am writing to you as a Direct Payments Recipient as Sefton Council are commencing formal consultation on our proposed rates paid for the 2024/25 financial year (1st April 2024 to 31st March 2025).

The Council are proposing the following increases to rates:

Direct Payment Recipients who utilise a Personal Assistant

Duration / Service Element	2024/25	2023/24
1 Hour	£15.84	£14.55
Sleep-in (10 Hour Night)	£131.56	£119.83
Waking Night (10 Hour Night)	£158.40	£145.50

The proposed rate of **£15.84 per hour** will allow your Personal Assistants to be paid the National Minimum wage from 1st April 2024. Please also note that the Sleep-in rate above is based on the new National Living Wage of £11.44 plus 15% on costs (I.E. (£11.44 + 15%) x 10 hours).

The rate that you receive per hour from Sefton Council is higher than the rate that you pay your Personal Assistants. This is to ensure that you have sufficient monies to cover your **employers on costs**, which include:

- Additional support required when your Personal Assistant takes a holiday or is off sick.
- Double time for hours worked on an official bank holiday.
- Employer’s contributions towards Workplace Pensions and National Insurance Contributions
- Annual Employers and Public Liability insurance payments

As a guide, we advise that you should pay your Personal Assistant a rate up to a maximum of **£12.50** per hour. Should you choose to pay your Personal Assistants a higher rate per hour than the maximum rate (£12.50 per hour), then any shortfall of monies in the Direct Payments account must be paid from personal funds, including redundancy costs should the direct payment end.

Direct Payment Recipients who utilise a CQC Registered Agency for Domiciliary Care (Home Care)

Duration / Service Element	2024/25 Proposed Rate	2023/24 Rates
1 Hour	£23.42	£21.56
Sleep-in (10 Hour Night)	£131.56	£119.83
Waking Night (10 Hour Night)	£234.20	£215.60

Direct Payment Recipients who utilise a CQC Registered Agency for Community Support

Duration / Service Element	2024/25 Proposed Rate	2023/24 Rates
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1 Hour	£22.55	£21.56
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Direct Payment Recipients who utilise Day Care / Day Opportunity Services

Dependency Level	2024/25 Proposed Rate	2023/24 Rates
Low	£40	£37
Medium	£61	£56
High	£121	£112

Consultation

As part of this consultation process the Council particularly wishes to receive and consider your feedback in relation to the following questions.

1. Do the proposed rates set out cover the costs you incur (for example the cost of employing a Personal Assistant), and meeting assessed care needs for the period from 1st April 2024 to 31st March 2025
2. If you do not think that the proposed rates will cover the cost of employing a Personal Assistant and meeting the Care Act 2014, assessed care needs, please outline why and provide any supporting information that you feel may be pertinent.

If you would like to respond to the consultation and the questions above, require a breakdown of how the rates have been calculated or should you have any comments you would like to make, then please e-mail selfdirectedsupport@sefton.gov.uk or write to *Consultations, Self-Directed Support team, 1st Floor, Magdalen House, Trinity Road, Bootle L20 3NJ.*

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process. The consultation and decision-making timeline is outlined at the end of this letter.

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours sincerely



Deborah Butcher

Executive Director Adult Social Care and Health (DASS) and NHS Director Sefton

Timeline for consultation

The following plan/timeline outlines the next steps of the Consultation and decision-making process.

Ref	Action	Target Date
1	Confirm Proposals and Process to Recipients (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Recipients (Recipients to supply comments, information and evidence on the matters consulted on)	23rd February 2024 – 8 th March 2024
3	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Recipients together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	8th March 2024 - 24th March 2024
4	Letter to Recipients (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
5	Cabinet Decision	4th April 2024
6	2024/25 Fees Published (Following expiry of “call-in” period for Decision)	13th April 2024

Domiciliary Care

Dear Provider,

RE: Sefton Council Annual Consultation on Care at Home (Domiciliary Care) Fees – Sefton & Knowsley PDPS and Sefton Partnership PDPS Providers

I am writing in order to commence formal Sefton Council consultation with you on our proposed fees for the 2024/25 financial year.

The Council are proposing a **8.63%** increase to fees resulting in the following rates being implemented (with effect from 1st April 2024);

Table 1 - Proposed 2024/2025 Domiciliary Care Rate

Duration / Service Element	2024/25 Proposed Rate	2023/24 Originally Set Rates
1 Hour	£23.42	£21.56
45 Minutes	£17.57	£16.17
30 Minutes	£11.71	£10.78
Sleep-in (8 Hour Night)	£105.25	£95.86
Waking Night (8 Hour Night)	£187.36	£172.48

The following table outlines how the increase has been calculated;

Table 2 - Calculations for 2024/2025 Domiciliary Care Rate

	<i>2023/24 Calculations</i>	2024/25 Fee	Details
Direct care	£10.90	£12.00	RLW Increase from £10.90
Travel time	£1.09	£1.20	10% of £12.00
Mileage	£0.45	£0.47	CPI - 3.9%
Training (staff time)	£0.23	£0.25	RLW Increase - 10.09%
Holiday	£1.56	£1.72	RLW Increase - 10.09%
Additional noncontact pay costs	£0.00	£0.00	RLW Increase - 10.09%
Sickness/maternity and paternity pay	£0.33	£0.36	RLW Increase - 10.09%
Notice/suspension pay	£0.00	£0.00	RLW Increase - 10.09%
NI (direct care hours)	£0.97	£1.07	RLW Increase - 10.09%
Pension (direct care hours)	£0.42	£0.46	RLW Increase - 10.09%
Back office staff	£3.04	£3.16	CPI - 3.9%
Travel costs (parking/vehicle lease etc)	£0.00	£0.00	CPI - 3.9%
Rent/rates/utilities	£0.35	£0.36	CPI - 3.9%
Recruitment/DBS	£0.21	£0.22	CPI - 3.9%
Training (third party)	£0.04	£0.04	CPI - 3.9%
IT (hardware, software CRM, ECM)	£0.20	£0.21	CPI - 3.9%
Telephony	£0.08	£0.08	CPI - 3.9%
Stationery/postage	£0.06	£0.06	CPI - 3.9%
Insurance	£0.12	£0.12	CPI - 3.9%
Legal/finance/professional fees	£0.08	£0.09	CPI - 3.9%

Marketing	£0.03	£0.03	CPI - 3.9%
Audit and compliance	£0.00	£0.00	CPI - 3.9%
Uniforms and other consumables	£0.03	£0.03	CPI - 3.9%
Assistive technology	£0.00	£0.00	CPI - 3.9%
Central/head office recharges	£0.33	£0.35	CPI - 3.9%
Other overheads	£0.00	£0.00	CPI - 3.9%
CQC fees	£0.09	£0.09	CPI - 3.9%
Total Return on Operations	£0.95	£1.04	4.63% on £22.38
TOTAL	£21.56	£23.42	8.63% Increase

Please note the following:

- Fees would be applicable from 1st April 2024.
- Any call durations outside of this framework will have been commissioned by request with Service Users will also be uplifted by the same proposed percentage increase.
- The Council continues to not seek to commission 15-minute visit durations.
- The figures in the table are not a definitive guide on expenditure on each specific element as it is acknowledged that Providers will have their own specific business models and operating costs.
- The Sleep-in rate above is based on the new National Living Wage of £11.44 plus 15% on costs (I.E. (£11.44 + 15%) x 8 hours).
- The above 'daytime' rates would also be applicable to Direct Payment recipients who utilise a CQC registered Agency.

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions:

1. Whether the level of proposed fees set out will cover the cost of delivering Domiciliary Care the period from 1st April 2024 to 31st March 2025; and
2. If you do not agree with the above rates and in particular, if you consider that they will not cover the Care Act 2014, the cost delivering Domiciliary Care, please outline why and provide any supporting information that you feel may be pertinent.

The following plan/timeline outlines the next steps of the Consultation and decision-making process:

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence)	23rd February 2024 – 8th

	on the matters consulted on)	March 2024
3	Consultation event with Providers	During above consultation period
4	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Providers together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	9th March 2024 - 24th March 2024
6	Letter to all Providers (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
7	Cabinet Decision	4th April 2024
8	2024/25 Fees Published (Following expiry of "call-in" period for Decision)	13th April 2024

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process.

Please return your comments by e-mail to Neil.Watson@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours Faithfully



Deborah Butcher
Executive Director Adult Social Care and Health (DASS) and NHS Director Sefton

Extra Care

Dear Extra Care Providers

RE: Sefton Council Annual Consultation on Extra Care Fees

I am writing in order to commence formal Sefton Council consultation with you on our proposed fees for the 2024/25 financial year.

The Council are proposing a **8.57%** increase to fees resulting in the following rate being implemented (with effect from 1st April 2024);

Duration / Service Element	2024/25	2023/24
Hourly Rate	£20.53	£18.91

The following table outlines how the increase has been calculated;

Type of Cost	Revised 2023/24 Fee Rate	2024/25	Details
Carer Basic Rate	£10.90	£12.00	10.09% RLW Increase
Management	£0.76	£0.84	10.09% RLW Increase
Administration	£0.56	£0.62	10.09% RLW Increase
Annual Leave	£1.51	£1.66	10.09% RLW Increase
Training	£0.35	£0.39	10.09% RLW Increase
Sickness	£0.27	£0.30	10.09% RLW Increase
NI	£0.79	£0.87	10.09% RLW Increase
Pension	£0.42	£0.46	10.09% RLW Increase
Other costs	£2.80	£2.80	Not Increased
Profit	£0.55	£0.60	3% on £19.93
Hourly Fee	£18.91	£20.53	8.57% increase

Please note the following;

- Fees will be applicable from 1st April 2024

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions;

1. Whether the level of proposed fees set out will cover the cost of meeting assessed care needs within an efficient Extra Care Scheme for the period from 1st April 2024 to 31st March 2025; and
2. If you do not agree with the above rates and in particular, if you consider that they will not cover the Care Act 2014, the cost of meeting assessed care needs within an efficient Extra Care Scheme, please outline why and provide any supporting information that you feel may be pertinent.

The following plan/timeline outlines the next steps of the Consultation and decision-making process;

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence on the matters consulted on)	23rd February 2024 – 8th March 2024
3	Consultation event with Providers	During above consultation period
4	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Providers together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	9th March 2024 - 24th March 2024
5	Letter to all Providers (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
6	Cabinet Decision	4th April 2024
7	2024/25 Fees Published (Following expiry of “call-in” period for Decision)	13th April 2024

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process.

Please return your comments by e-mail to jacqueline.byrne@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours Faithfully



Deborah Butcher

Executive Director Adult Social Care and Health (DASS) and NHS Director Sefton

Individual Service Funds

Dear Provider,

RE: Sefton Council Annual Consultation on ISF Rates

I am writing in order to commence formal Sefton Council consultation with you on our proposed fees for the 2024/25 financial year.

The Council are proposing a **8.57%** increase to fees resulting in the following rates being implemented (with effect from 1st April 2024);

Duration / Service Element	2024/25 Rates	2023/24 Rates
1 Hour	£21.54	£19.84
Sleep-in (9 Hour Night)	£118.40	£107.85
Waking Night (9 Hour Night)	£193.86	£178.56

Please note the following:

- Fees would be applicable from 1st April 2024.
- The Sleep-in rate above is based on the new National Living Wage of £11.44 plus 15% on costs (I.E. (£11.44 + 15%) x 9 hours).

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions:

1. Whether the level of proposed fees set out will cover the cost of delivering ISF's in the period from 1st April 2024 to 31st March 2025; and
2. If you do not agree with the above rates and in particular, if you consider that they will not cover the Care Act 2014, the cost delivering ISF's, please outline why and provide any supporting information that you feel may be pertinent.

The following plan/timeline outlines the next steps of the Consultation and decision-making process:

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence on the matters consulted on)	23rd February 2024 – 8 th March 2024
3	Consultation event with Providers	During above consultation period

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Please return your comments by e-mail to Neil.Watson@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours Faithfully



Deborah Butcher
Executive Director Adult Social Care and Health (DASS) and NHS Director Sefton

Supported Living

Dear Providers

RE: Sefton Council Annual Consultation on Supported Living Fees

I am writing to you in order to commence formal Sefton Council consultation with you on our proposed fees for the 2024/25 financial year.

The Council are proposing a **8.57%** increase to fees resulting in the following rates being implemented (with effect from 1st April 2024);

Duration / Service Element	2024/25	2023/24
Hourly Rate	£20.53	£18.91
Sleep-in (9 Hours)	£118.40	£107.85
Sleep-in (10 Hours)	£131.56	£119.83
Waking Night (9 Hours)	£184.77	£170.19
Waking Night (10 Hours)	£205.30	£189.10

The following table outlines how the increase has been calculated;

Type of Cost	2023/24 Fee Rate	2024/25	Details
Carer Basic Rate	£10.90	£12.00	10.09% RLW Increase
Management	£0.76	£0.84	10.09% RLW Increase
Administration	£0.56	£0.62	10.09% RLW Increase
Annual Leave	£1.51	£1.66	10.09% RLW Increase
Training	£0.35	£0.39	10.09% RLW Increase
Sickness	£0.27	£0.30	10.09% RLW Increase
NI	£0.79	£0.87	10.09% RLW Increase
Pension	£0.42	£0.46	10.09% RLW Increase
Other costs	£2.80	£2.80	Not Increased
Profit	£0.55	£0.60	3% on £19.93
Hourly Fee	£18.91	£20.53	8.57% increase

Please note the following:

- Fees would be applicable from 1st April 2024.
- The figures in the table above are not a definitive guide on expenditure on each specific element as it is acknowledged that Providers will have their own specific business models and operating costs.
- The Sleep-in rate above is based on the new National Living Wage of £11.44 plus 15% on costs (for example, £11.44 + 15% x 9 hours).

As part of this consultation process the Council wishes to particularly receive and consider your feedback in relation to the following questions;

1. Whether the level of proposed fees set out will cover the cost of delivering Supported Living Services for the period from 1st April 2024 to 31st March 2025; and
2. If you do not agree with the above rates and in particular, if you consider that they will not cover the Care Act 2014, the cost of delivering Supported Living

Services, please outline why and provide any supporting information that you feel may be pertinent.

The following plan/timeline outlines the next steps of the Consultation and decision-making process;

Ref	Action	Target Date
1	Confirm Proposals and Process to All Providers (Letter to all providers to confirm proposals and consultation process)	23rd February 2024
2	Period for Consultation Responses from Providers (Providers to supply comments, information and evidence on the matters consulted on)	23rd February 2024 – 8th March 2024
3	Consultation event with Providers	During above consultation period
4	Assessment and Analysis of Responses (Assessment and analysis of comments, information and evidence supplied by Providers together with other information available to the Authority) / Work on proposals and Cabinet report (including draft Cabinet report formulation and production of supporting documentation)	9th March 2024 - 24th March 2024
5	Letter to all Providers (signposting them to Cabinet report - published the week in advance of the meeting)	25th March 2024
6	Cabinet Decision	4th April 2024
7	2024/25 Fees Published (Following expiry of “call-in” period for Decision)	13th April 2024

The Consultation period will run until **Midnight on Friday 8th March 2024** so please ensure that all responses are returned by this time in order for them to be taken account of in our decision-making process.

Please return your comments by e-mail to jacqueline.byrne@sefton.gov.uk

Once the consultation period has closed, we will give full consideration to any responses received before submitting a report to Cabinet for decision.

I would like to take the opportunity to thank you for taking the time to consider this matter and to respond to this consultation.

Yours Faithfully

D. Butcher

Deborah Butcher

**Executive Director Adult Social Care and Health (DASS) and NHS Director
Sefton**