

Committee Name and Date of Committee Meeting

Name of Committee – 29 August 2023

Report Title

Re-commissioning – Carer Support Worker and Dementia Café Service

Is this a Key Decision and has it been included on the Forward Plan?

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Ian Spicer, Strategic Director of Adult Care, Housing and Public Health

Report Author(s)

Scott Matthewman, Assistant Director, Strategic Commissioning
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Ward(s) Affected

Borough-Wide

Report Summary

Grant Terms associated with the Carers Support Worker and Dementia Café Service reach their term on 31 March 2024.

The service makes a positive contribution to the Council's duty under the Care Act 2014 to promote wellbeing and prevent, reduce and delay the need for care. The people who benefit from the service are living in their own homes in the community.

The Carers Support Worker and Dementia Café Service supports unpaid carers and people who are experiencing the symptoms of dementia.

The Service is well established in Rotherham.

This report outlines the proposal for the Council to continue to secure the services going forward under a further grant agreement arrangement.

Recommendation

That approval be given to commence a competitive grant process for the commissioning of a Carers Support Worker and Dementia Café Service under a grant funded service level agreement. The Grant opportunity will be offered in accordance

with the provisions of the Rotherham Compact prior to the termination of the current arrangement on 31 March 2024 to secure a provider to continue the service for a period of 3 years until 31 March 2027.

List of Appendices Included

Background Papers

[Printed minutes Monday 19-Oct-2020 10.00 Cabinet.pdf \(rotherham.gov.uk\)](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

Re-procurement – Carer Support Worker and Dementia Café Service

1.	Background
1.1	The Carer Support Worker and Dementia Café Service was developed in 2010 and has been provided by two local VCS providers.
1.2	In October 2020 Cabinet agreed to the recommendation to continue to commission the service via a competitive grant opportunity advertised via the Rotherham Compact and the Council’s website to suitably qualified VCS organisations. The service was to run from April 2022 for a two year period up to March 2024. Making Space were successful in the Grant award process and have continued to provide the service.
1.3	<p>Outcomes:</p> <p>This service receives around 160 new referrals per year. In 2022/23, the service provided:</p> <ul style="list-style-type: none"> • 1,117 Dementia Café attendances. • 1,075 carer support hours. • 300 volunteer support hours at Dementia Cafes.
1.4	<p>The overall service objective is to support unpaid carers in their role and aims to prevent carer fatigue and breakdown by offering:</p> <ul style="list-style-type: none"> • Respite from their role. • Peer support. • Practical advice and information on coping. • Opportunities to identify carer stress and prevent escalation. • Access to specialised support. • Regular, sustained and flexible contact. • Opportunities for quality time with the person they care for in an appropriately supported environment. • Personalised service tailored to the needs of the unpaid carer.
1.5	In addition to the provision of the Cafés and Support Workers, the service has a large number of volunteers who are committed to the service and provide support to attendees of the cafes and undertake fundraising activities to be spent in the service and the local economy, demonstrating further social value commitments within Rotherham.
1.6	<p>Match funding and community activity:</p> <p>The current provider has supplemented the grant monies to further develop each service with funds raised through their charity fund-raising activity.</p>
2.	Key Issues

2.1	The Carers Support Service and Dementia Café Service grant agreement reaches its current term on 31 March 2024 and there are currently no ongoing arrangements in place for the continuation of this service.
2.2	The Council's own Financial and Procurement Procedure Rules allow for grant applications to be invited from the Voluntary and Community Sector alongside the terms of the Rotherham Compact.
2.3	The grant offered will be in line with the allocated budget of £83,235 per annum.
2.4	By offering the Grant to an established and experienced VCS provider, with a substantial understanding of the needs and challenges facing people with dementia, it is expected that they will provide the required service alongside their usual business and enhance the offer, over and above what is funded, with additional resources and expertise.
3.	Options considered and recommended proposal
3.1	Option 1 (not recommended) – Undertake a competitive procurement process on the open market.
	Option 2 (recommended) – Invite the local voluntary and community sector to participate in a competitive grant process via the Rotherham Compact.
3.2	Recommended proposal – Option 2: For reasons detailed at 1.6 and 2.3 above, prior to the termination of the current grant agreement on 31 March 2024 and in accordance with the provisions of the Rotherham Compact, the Carers Support Worker and Dementia Café Service be offered via a competitive grant process to the local voluntary and community sector market, to secure an ongoing provider for a period of 3 years until 31 March 2027.
3.3	Through a competitive grant process undertaken in compliance with the Council's Financial and Procurement Procedure Rules and the Rotherham Compact, applicants will be questioned on their track record and their ability to: <ul style="list-style-type: none"> • Engage with all people, including those with disabilities or disadvantage. • Collect and analyse data and use this to effect change. • Utilise and manage volunteers to expand the service reach. • Engage local citizens in the work of the service. • Train and manage staff. • Understand local Safeguarding Procedures and how they will safeguard those people they come into contact with.
4.	Consultation on proposal

4.1	<p>Extensive consultation with relevant stakeholders took place during the development of the service (including with people accessing the services).</p> <p>The current service is monitored in line with the requirements of the service specification which gives access to case studies and views of people accessing the services which are favourable.</p>
5.	Timetable and Accountability for Implementing this Decision
5.1	If agreed, the grant opportunity will be published late September 2023 and will be awarded in December 2023 to allow any transition to a new organisation to take place by 1 April 2024.
6.	Financial and Procurement Advice and Implications
6.1	<p>As the proposed recommendation in this report is to provide grant funding arrangements, there are no direct procurement implications. Grant arrangements don't fall within the scope of Public Contract Regulations 2015 (as amended) and therefore any aggrieved bidder would not have recourse to the remedies set out.</p> <p>Rule 12 of the Council's Financial and Procurement Procedure Rules provides a mechanism to provide grant arrangements to third parties.</p>
6.2	The proposed payments outlined in this report are in line with the approved annual budget of £83,235 per annum for the Carer Support Worker and Dementia Café Service.
7.	Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)
7.1	The Council has power to fund the VCS through various pieces of legislation including the Health Services and Public Health Act 1968, the Local Government Act 1972, the Local Government (Miscellaneous Provisions) Act 1976, and the Localism Act 2011. This Act provides the General Power of Competence which gives Councils the power to do anything an individual can do provided it is not prohibited by other legislation.
7.2	The grant made to the provider will set out what is required for delivery and will be legally enforceable. Further, in the circumstances set out within this report there are no subsidy control issues.
8.	Human Resources Advice and Implications
8.1	There are no implications for the Council. The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE), may apply from the existing provider to the new provider should they not be successful. The Council would not be directly involved in this process but would ensure that the TUPE information is available at the point of publishing the grant opportunity.

9.	Implications for Children and Young People and Vulnerable Adults
9.1	The services outlined in this report make a positive contribution in supporting vulnerable adults in Rotherham. As the report recommends continuing the services long term there are no negative implications envisaged. The Rotherham Sight and Sound service offers parents of children with sensory impairment support and therefore indirectly provides positive benefits to children and young people.
10.	Equalities and Human Rights Advice and Implications
10.1	The recommendation to sustain the services outlined in this report has positive implications for people with protected characteristics including people with disabilities, mental ill health and unpaid carers.
10.2	A full Equality Analysis was undertaken when the service was commissioned in 2020, actions required were undertaken and the EA updated. These actions included collection of equality data and provision of a BAME Café.
11.	Implications for CO2 Emissions and Climate Change
11.1	The carbon impact assessment undertaken in 2020 demonstrates that the recommendations in this report will have minimal impact.
12.	Implications for Partners
12.1	The services described in this report complement those provided by our health partners and assist in reducing demand on more formal services.
13.	Risks and Mitigation
13.1	The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) may apply which may affect an organisation's ability to put forward a financially viable application to provide the service. Without any effective engagement with interested parties, then the grant opportunity may fail due to insufficient interest.
13.2	In order to mitigate the risk of a lack of interested bids TUPE information will also be sought to clarify the position. Our commissioning intentions will be shared with the market prior to advertising the grant to let potential providers know about the Rotherham context, requirements and expectations to help encourage credible bids.
14.	Accountable Officers
	Scott Matthewman, Assistant Director Strategic Commissioning

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This report is published on the Council's [website](#)

Appendix 1

REF: []

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

RECORD OF OFFICER EXECUTIVE DECISION

Date of Decision:	
Decision Maker: (Including Job Title)	Ian Spicer Strategic Director, Adult Care, Housing and Public Health
Specific Delegation: (If any)	Appendix 9, Section 4C3, of the Council's Constitution provides that "The Strategic Director of Adult Care, Housing and Public Health is authorised to discharge executive functions through the commissioning and provision of social services for adults and public health services for the whole population and delivery of housing for the Borough, including: (4) Strategic Commissioning; (a) Commissioning".
Brief Description of Decision:	Invite the local voluntary and community sector to participate in a competitive grant process to secure the ongoing provision of a Carer Support Worker and Dementia Café Service.
Reasons for the Decision:	The ongoing service will contribute to the Council's developing Prevention and Early Intervention Strategy and the priorities identified in the Borough That Cares Strategy by supporting unpaid carers in their role and aiming to prevent carer fatigue and breakdown by offering: <ul style="list-style-type: none"> • Respite from their role. • Peer support. • Practical advice and information on coping. • Opportunities to identify carer stress and prevent escalation. • Access to specialised support. • Regular, sustained and flexible contact.

	<ul style="list-style-type: none"> • Opportunities for quality time with the person they care for in an appropriately supported environment. <p>By offering the Grant to an established and experienced VCS provider, with a substantial understanding of the needs and challenges facing people with dementia, it is expected that they will provide the required service alongside their usual business and enhance the offer, over and above what is funded, with additional resources and expertise.</p>
Details of alternative options considered and rejected:	None considered.
Conflicts of interest declared by any Executive Member consulted by the decision maker which relates to the decision:	No conflicts of interest declared.
Dispensations Granted: (If any)	N/A.
Reports or parts of reports considered	None considered.

I certify that this is a true record of the Executive Decision in relation to the use of a competitive grant process to secure future provision of a Carer Support Worker and Dementia Café Service.

Signed by the Decision Maker

Dated: 29/08/2023

Name: Ian Spicer



Job Title: Strategic Director of Adult Care, Housing and Public Health

