

**Committee Name and Date of Committee Meeting**

Delegated Officer Decision – 05 December 2023

**Report Title**

Award of Grant – 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)**

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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 outcome of a competitive grant process to enable the Council to continue to secure the service under a further grant agreement arrangement post March 2024.

## **Recommendation**

That approval be given to award a grant to Making Space for the provision of a Carers Support Worker and Dementia Café Service from 1<sup>st</sup> April 2024, for a period of 3 years, until 31 March 2027.

## **List of Appendices Included**

### **Background Papers**

[Decision - Re-procurement - Carer Support Worker and Dementia Café Service - Rotherham Council](#) (Officer Delegated Decision – 29 August 2023)

### **Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

### **Council Approval Required**

No

### **Exempt from the Press and Public**

No

## Award of Grant – Carer Support Worker and Dementia Café Service

<b>1.</b>	<b>Background</b>
1.1	The Carer Support Worker and Dementia Café Service was developed in 2010 and to date has been provided by two local VCS providers.
1.2	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.
1.3	On 29 <sup>th</sup> August 2023, an Executive Officer Decision was recorded approving the undertaking of a competitive grant process to secure the service post April 2024 for a period of 3 years with a budget of £83,235 per annum
1.4	<p>The grant opportunity was published on 23<sup>rd</sup> October 2023 and the process undertaken in compliance with the Council’s Financial and Procurement Procedure Rules and the Rotherham Compact.</p> <p>Applicants were questioned on their track record and their ability to:</p> <ul style="list-style-type: none"> <li>• Engage with all people, including those with disabilities or disadvantage.</li> <li>• Collect and analyse data and use this to effect change.</li> <li>• Utilise and manage volunteers to expand the service reach.</li> <li>• Engage local citizens in the work of the service.</li> <li>• Train and manage staff.</li> <li>• Understand local Safeguarding Procedures and how they will safeguard those people they come into contact with.</li> </ul>
	The competitive grant process concluded on 27 <sup>th</sup> November 2023
<b>2.</b>	<b>Key Issues</b>
2.1	Three experienced VCS organisations submitted applications.
2.2	A panel of three officers, two from RMBC Adult Care, Commissioning Team and a representative from Voluntary Action Rotherham assessed the applications against a published set of criteria and scoring mechanism.
2.3	The organisation considered by the panel to be able to provide the service most successfully was Making Space.
2.4	This organisation showed an extensive understanding of the needs of people with dementia, detailed how they will operate the service in line with the service specification, in particular how they will recruit, manage and develop staff and volunteers, ensure people are safeguarded and have equal access, how they will engage with people using the service and other stakeholders and gave confidence in their ability to provide a quality service.
2.5	The successful applicant also detailed the added value they will bring to the Rotherham Borough.

2.6	The successful applicant is the incumbent provider and therefore TUPE is not applicable.
<b>3.</b>	<b>Options considered and recommended proposal</b>
3.1	<b>Option 1</b> (Recommended) – Award the Grant to Making Space. As detailed above they were able to demonstrate to the panel that they had the experience skills and knowledge provide the service.
	<b>Option 2</b> (not recommended) – Undertake a further competitive grant process. This is not recommended as three applications were received and the panel are confident that there was a competitive process and that the chosen provider will successfully operate the service.
3.2	<b>Recommended proposal – Option 1:</b>  For the reasons detailed in this report and prior to the termination of the current grant agreement on 31 March 2024 it is recommended that Making Space be offered a grant of £83,235 per annum to provide the Carers Support Worker and Dementia Café Service for a period of 3 years from 1 April 2024 to 31 March 2027.
<b>4.</b>	<b>Consultation on proposal</b>
4.1	Extensive consultation with relevant stakeholders took place during the development of the service (including with people accessing the services).  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.
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	If agreed, the Service Level Agreement will be finalised in December 2023 to permit continuation of the service beyond 1 April 2024.
<b>6.</b>	<b>Financial and Procurement Advice and Implications</b>
6.1	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.  Rule 12 of the Council's Financial and Procurement Procedure Rules provides a mechanism to provide grant arrangements to third parties.

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.
<b>7.</b>	<b>Legal Advice and Implications</b>
7.1	The terms and conditions of the grant made available to the successful organisation will set out what is required for delivery and will be legally enforceable.
7.2	<p>In terms of the Subsidy Control Act 2022(SCA), Local Authorities can award low value subsidies (grants) to grant recipients without the need for complying with the majority of the Subsidy Control requirements using a Minimal Financial Assistance exemption. The exemption is on the basis that the amount of minimal financial assistance given to the grant recipient within the elapsed part of the current financial year and the 2 financial years immediately preceding the current financial year does not exceed £315,000.</p> <p>The subsidy is subject to transparency requirements under the SCA as the grant is over £100,000 and the amount of any subsidies are cumulative.</p> <p>Therefore, the organisation will be required to sign a Notification of Subsidy Form to declare the total amount of subsidy it has received in the relevant period and the Authority will give confirmation of the award of subsidy. The Authority will also enter it on the Subsidy Control database.</p>
<b>8.</b>	<b>Human Resources Advice and Implications</b>
8.1	There are no implications for the Council. The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE), are not applicable as the grant is to be awarded to the incumbent provider.
<b>9.</b>	<b>Implications for Children and Young People and Vulnerable Adults</b>
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.
<b>10.</b>	<b>Equalities and Human Rights Advice and Implications</b>
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.

<b>11.</b>	<b>Implications for CO2 Emissions and Climate Change</b>
11.1	The carbon impact assessment undertaken in 2020 demonstrates that the recommendations in this report will have minimal impact.
<b>12.</b>	<b>Implications for Partners</b>
12.1	The services described in this report complement those provided by our health partners and assist in reducing demand on more formal services.
<b>13.</b>	<b>Risks and Mitigation</b>
13.1	The successful provider declines the offer of the grant.
13.2	The Provider with the second highest score in the evaluation scored sufficiently high enough to be offered the grant.
<b>14.</b>	<b>Accountable Officers</b>
	Scott Matthewman, Assistant Director Strategic Commissioning

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