



## Executive Director Non-Key Executive Decision Report

**Author/Lead Officer of Report:**

Amelia Stockdale, Commissioning Officer  
(Dementia)

Nicola Shearstone, Head of Commissioning for  
Prevention and Early Intervention – All Age

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**Report to:** John Macilwraith, Executive Director of People Services

**Date of Decision:** 28 October 2021

**Subject:** Commissioning and Procurement of Community Dementia Support

Which Cabinet Member Portfolio does this relate to? *Health and Social Care*

Which Scrutiny and Policy Development Committee does this relate to? *Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee*

Has an Equality Impact Assessment (EIA) been undertaken? Yes  No

If YES, what EIA reference number has it been given? *617*

Does the report contain confidential or exempt information? Yes  No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-

*n/a*

**Purpose of Report:**

Following on from the Co-operative Executive's approval in July 2021 of the Commissioning Plan for Community Dementia Support 2021-27 and associated procurement, the purpose of this report is to **seek Executive Director approval for:**

- The procurement and award of a contract for the Dementia Specialist Advice Service which:
  - provides advice and training for professionals and volunteers

supporting people living with dementia and their carers

- fills a gap to provide a single point of access into local community dementia support for people living with dementia and their carers; and
- The award of grants to:
  - 10 People Keeping Well lead partner organisations for local community dementia support across the city covering the 18 People Keeping Well partnerships; and
  - Sheffield Dementia Action Alliance to support Sheffield becoming a dementia-friendly city; and
  - Sheffield Dementia Involvement Group to hear the voices of people living with dementia and their carers; and
- The authorisation of an extension of the current grant to Sheffield Dementia Action Alliance (SDAA) to the start of the new SDAA grant period, to allow for re-alignment of funding; and
- The authorisation of the de-commissioning of 4 specifically-located dementia cafes at the end of their current contracts to ensure investment for dementia activities is equitable across the city

The current contracts and grants expire during the period 1<sup>st</sup> December 2021 – 31<sup>st</sup> March 2022.

**Recommendations:**

It is recommended that the Executive Director of People Services:

1. Approves the procurement and award of a contract for the Dementia Specialist Advice Service to the successful bidder, as outlined in this report.
2. Approves the award of grants to the 10 People Keeping Well (PKW) lead partner organisations for local community dementia support across the city covering the 18 People Keeping Well partnership areas, as outlined in this report.
3. a) Approves the extension of the current grant to Sheffield Dementia Action Alliance (SDAA) to the start of the new SDAA grant period, to allow for re-alignment of funding starting on 01 April 2022, as outlined in this report.  
  
b) Approves the award of a grant to Sheffield Dementia Action Alliance to support Sheffield becoming a dementia-friendly city, as outlined in this report.
4. Approves the award of a grant to Sheffield Hospitals Charity on behalf of Sheffield Health and Social Care NHS Foundation Trust for Sheffield Dementia Involvement Group (SHINDIG) to hear the voices of people living with dementia and their carers, as outlined in this report.
5. Authorises the de-commissioning of 4 specifically-located dementia cafes at the end of their current contracts on 31 March 2022, to ensure investment for dementia activities is equitable across the city, as outlined in this report.

**Background Papers:**

- Commissioning Plan: Community Dementia Support 2021 to 2027  
<https://democracy.sheffield.gov.uk/documents/s45566/4%20Commissioning%20Plan%20-%20Community%20Dementia%20Support%202021-2027%20FINAL%20v08.07.2021.pdf>
- Form 2 - Executive Report - Community Dementia Support Co-operative Executive Report for July 2021  
<https://democracy.sheffield.gov.uk/documents/s45652/4%20-%20Executive%20Report%20-%20Community%20Dementia%20Support%20Co-operative%20Ex%20Report%20for%20July%202021%20-%20FINAL%20v%20060.pdf>

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Ann Hardy</i>
	Legal: <i>Gemma Day</i>
	Equalities: <i>Ed Sexton</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>Lead Officer Name:</b> <i>Nicola Shearstone</i>
	<b>Job Title:</b> <i>Nicola Shearstone, Head of Commissioning for Prevention and Early Intervention – All Age</i>
<b>Date:</b> <i>20/10/2021</i>	

## 1. PROPOSAL

1.1 It is proposed that the community dementia commissioning model described in diagram 1 below is implemented. To achieve this the following will be required:

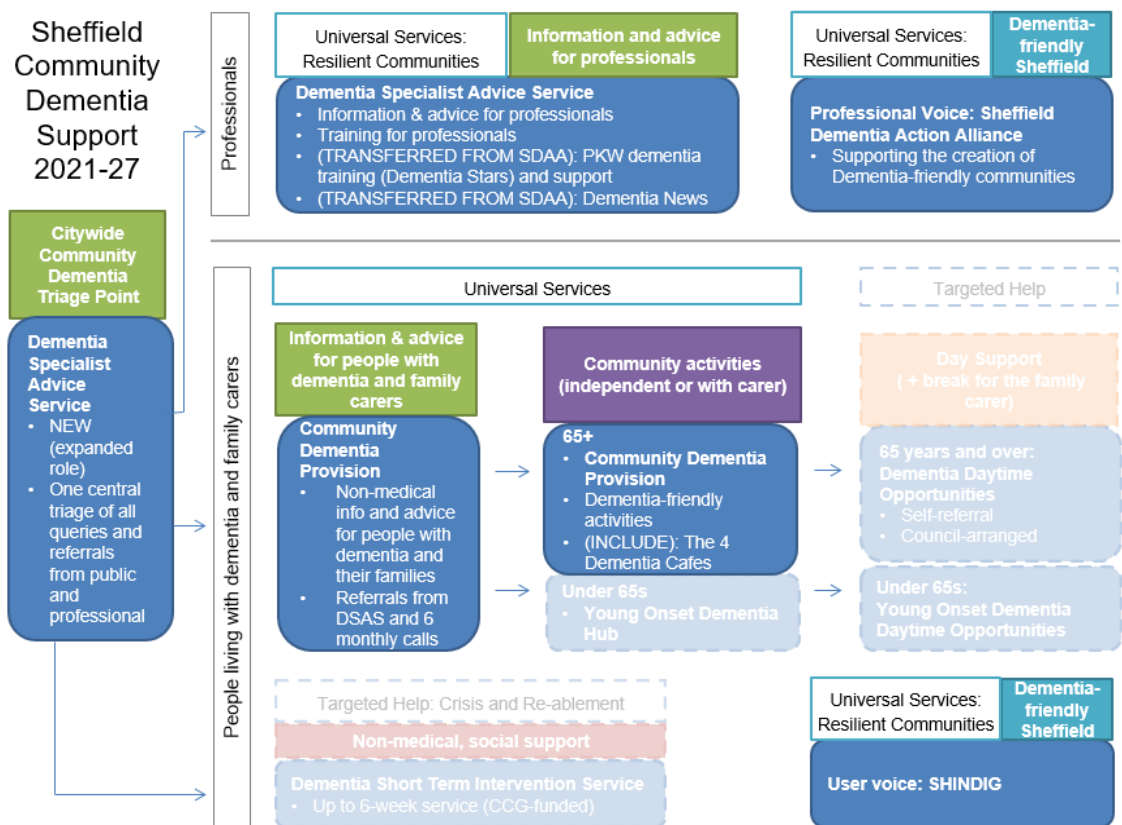
- 1.1.1
  - The re-tendering for and award of a contract for a Dementia Specialist Advice Service:
    - To provide advice and training for professionals and volunteers supporting people living with dementia and their carers
    - To fill a gap to provide a new single point of access into local community dementia support for people living with dementia and their carers
    - 01 April 2022 – 31 March 2027
    - Up £126,000 per year, subject to the open tender process
    - 5 years
- 1.1.2
  - The award of grants to:
    - 10 People Keeping Well (PKW) lead partner organisations for local community dementia support across the city covering the 18 People Keeping Well partnership
      - To continue local community dementia support across the city
      - 01 January 2022 – 31 March 2022
        - 3 months
        - £3,750 per PKW partnership area, (continuing current amount to allow for re-alignment of funding from 01 April 2022)
      - 01 April 2022 – 31 March 2027
        - 5 years
        - £17,000 per PKW partnership area per year
- 1.1.4
  - Sheffield Dementia Action Alliance
    - To continue to support Sheffield becoming a dementia-friendly city
    - 01 December 2021 – 31 March 2022 (an extension of the current grant up to the start of the new SDAA grant period, to allow for re-alignment of funding)
      - 4 months
      - £21,666 (total)
    - 01 April 2022 – 31 March 2027 (new grant period)
      - 5 years
      - £15,000 per year
- 1.1.5
  - Sheffield Dementia Involvement Group
    - To continue to hear the voices of people living with dementia and their carers
    - 01 December 2021 – 31 March 2027
    - 5 years 4 months

- £2,000 per year

- 1.16
- A slight re-alignment of existing community dementia support to distribute funding where it is most needed
    - The de-commissioning of 4 specifically-located dementia cafes at the end of their current contracts on 31 March 2022, to ensure investment for dementia activities is equitable across the city
      - Bighton – Woodhouse & District Community Forum
      - City Centre – Shipshape
      - Hillsborough – Zest
      - Meersbrook – Heeley Trust

1.2 **Diagram 1 : The Sheffield Community Dementia Support Model**

(NB: The paler dashed-edged boxes are outside the scope of this Commissioning Plan but are relevant to the pathways and show other support available)



1.3 **Current position**

1.3.1 The community dementia model is a network of services which operate in partnership to provide support to individuals living with dementia and their families, friends, and carers. The current community dementia support model has been in place for 3 years. Over this period there have been discussions with individuals, carers and providers and an evaluation of the current offer to establish what works well. Although the contracts and grants are due to come to an end during 21/22 there is evidence that they are working well. Therefore, it is not proposed that there should be any significant changes.

- 1.3.2 The recommendations approved by the Co-operative Executive therefore build on what is already available for people living with dementia and their carers', but also aims to close the known gap to access on information and advice for individuals and build on the success of the current community offer. It involves some slight changes to the current support and some realigning of the investment to ensure it is focussed on what works well and what people have told us is needed.
- 1.3.3 Community dementia activities offer support to some of the 7,000 people already living with dementia in the city and support their unpaid carers. Continuing these services will provide community support and information to help individuals and their families to live safe and well in their local community and reduce or delay the need for more intensive ongoing support.
- 1.3.4 The community dementia services described in this report sit alongside:
- an existing contract for the Young Onset Dementia Hub (providing support for those aged under 65 with dementia) which is already in place and continues until 31st March 2025
  - Dementia Daytime Activities which is the subject of a separate procurement exercise
  - the Dementia Short Term Intervention Service (DSTIS) which is solely funded by Sheffield Clinical Commissioning Group and which will continue in its current form
- 1.3.5 The COVID-19 pandemic struck when the current Dementia Commissioning Plan 2018-21 was only just over a year into delivery. Services were forced to adapt rapidly and creatively in the face of the first and subsequent lockdowns, as well as ongoing social-distancing restrictions. Provision moved online, via the telephone and by way of post and doorstep deliveries. Providers had to entirely change their planned delivery.
- 1.3.6 Despite the immense challenges, for some services, there was positivity: *“COVID has helped us as a new service to become more established and recognised as professionals are looking for support”*. For many people with dementia, receiving community dementia support it was a lifeline: *“When this Coronavirus happened you’ve been absolutely wonderful and kept us all in contact and I’m sure we wouldn’t have coped like we do without you”*.

## 1.3.7

Current services						
	Service	Provider/s	Description	Funding per year	End date	Contract or grant
1.	Dementia Specialist Advice Service	Age UK Sheffield (service known as Dementia Advice Sheffield)	<ul style="list-style-type: none"> <li>For professionals only</li> <li>Link all those newly diagnosed with dementia to their local community dementia provision</li> <li>Provide dementia guidance and training for professionals</li> <li>Provide dementia training for professionals</li> <li>Advise on dementia case reviews</li> </ul>	£83,500	31 Mar 2022	Contract
2.a	People Keeping Well (PKW) Community Dementia Provision  (16 PKW partnerships)	Lead Partners: <ul style="list-style-type: none"> <li>Age UK Sheffield</li> <li>Darnall Well Being</li> <li>Heeley Trust</li> <li>Heeley City Farm (x 2 PKW partnerships)</li> <li>Manor Castle Development Trust (x2)</li> <li>Shipshape</li> <li>SOAR (x4)</li> <li>Woodhouse &amp; District Community Forum (x2)</li> <li>ZEST (x2)</li> </ul>	<ul style="list-style-type: none"> <li>Initial phone call on referral from Dementia Specialist Advice Service and six-monthly check-in calls thereafter</li> <li>Provide dementia information, advice and support</li> <li>Run regular dementia-specific and dementia-friendly group</li> <li>Dementia Small Grant pot</li> </ul>	£240,000  (£15,000 x 16 PKW partnerships)	31 Dec 2021	Contract under People Keeping Well Pseudo-Framework
2.b	Stockbridge & Upper Don	Stocksbridge Community Care Group	<ul style="list-style-type: none"> <li>Same as PKW</li> <li>Separate contract because no</li> </ul>	£15,000	31 Dec	Contract



	Community Dementia Provision		Lead PKW Partner in place at time of award to other PKW Partnerships		2021	
2.c	South West Sheffield Community Dementia Provision	Age UK Sheffield	<ul style="list-style-type: none"> <li>• Same as PKW</li> <li>• Separate contract because PKW Partnership covering this area at time of award to other PKW Partnerships</li> </ul>	£15,000	31 Dec 2021	Contract
3.	Sheffield Dementia Action Alliance (SDAA)	Hosted by Age UK Sheffield	<ul style="list-style-type: none"> <li>• Help organisations/ communities make their activities/ services more accessible to people with dementia and their family/carers</li> <li>• Upskill the workforce and volunteers of local organisations</li> <li>• Encourage organisations/ communities to work towards becoming Dementia Friendly Communities</li> <li>• Provide specific training for PKW Dementia Workers</li> <li>• Dementia Newsletter</li> </ul>	£65,000	30 Nov 2021	Grant
4.	SHINDIG (Sheffield Dementia Involvement Group)	Sheffield Hospitals Charity (on behalf of Sheffield Health & Social Care NHS Foundation Trust)	<ul style="list-style-type: none"> <li>• Run four events each year to hear user voice feedback on dementia services</li> <li>• Run four planning events each year</li> </ul>	£2,000	30 Nov 2021	Grant

			<ul style="list-style-type: none"> <li>• Produce and share a report about each event</li> </ul>			
5.	4 Dementia Cafes in specific locations	<ul style="list-style-type: none"> <li>• Heeley Trust - Meersbrook</li> <li>• Shipshape – City Centre</li> <li>• Woodhouse &amp; District Community Forum - Beighton</li> <li>• ZEST (delivered by Age UK Sheffield) - Hillsborough</li> </ul>	<ul style="list-style-type: none"> <li>• Run monthly memory café in specific locations</li> <li>• Provide dementia information, advice and support</li> <li>• Historical cafés previously run by Alzheimer’s Society when no other dementia provision existed</li> </ul>	£16,000 (£4,000 x 4 cafés)	31 March 2021	Contract

#### 1.4 The need for change agreed by the Co-operative Executive

1.4.1 Feedback from people with dementia, their carers and the professionals working with them identified a gap in support and the need for increased investment and simplification in some of the current services. Based on this feedback, the Co-operative Executive agreed that there is:

- The need for a single point of access to Community Dementia Support
- The need for increased investment for the People Keeping Well Community Dementia Support partnerships
- The need for dementia training and support for professionals to sit within one organisation
- The need to ensure investment for dementia activities is equitable across the city

1.4.2 A full explanation of these needs can be found in Section 1.4 of the Co-operative Executive Report.

1.4.3 The Co-operative Executive therefore recommended that changes be made to re-distribute funding to accommodate these needs.

1.4.4 On 21<sup>st</sup> July 2021 the Co-operative Executive:

- Approved the Commissioning Plan for Community Dementia Support 2021-27; and
- Approved:
  - A slight re-alignment of existing community dementia support to distribute funding where it is most needed
  - The re-tendering for and award of a contract for a Dementia Specialist Advice Service April 2022 – March 2027 which:
    - provides advice and training for professionals and volunteers supporting people living with dementia and their carers
    - fills a gap to provide a new single point of access into local community dementia support for people living with dementia and their carers
  - The award of grants to:
    - People Keeping Well organisations January 2022 – March 2027 to continue local community dementia support across the city
    - Sheffield Dementia Action Alliance December 2021 – March 2027 to continue to support Sheffield becoming a dementia-friendly city
    - Sheffield Dementia Involvement Group December 2021 – March 2027 to continue to hear the voices of people living with dementia and their carers; and
- Delegated authority to the Executive Director of People Service Portfolio in consultation with the Director of Legal and Governance Services, Director of Finance and Commercial Services and the lead Executive Member for Health and Social Care:
  - i) To undertake a procurement exercise and award a contract in line with this report and the Commissioning Plan; and
  - ii) Award grants in line with this report and the Commissioning Plan; and
  - iii) Take other such necessary steps not covered by existing delegations to achieve the outcomes and objectives of this report.

**1.5 Services to implement Community Dementia Commissioning Model**

1.5.1 The table below shows the changes required in order to implement the Community Dementia Commissioning Model agreed by the Co-operative Executive, plus the detail of the new funding period and amounts to be approved by the Executive Director.

1.5.2 Some contracts and grants require funding to continue at the current level for the remainder of 2021-22 financial year to then allow re-alignment of funding once other contracts expire on 31 March 2022.

1.5.3 The Descriptions given in the Current Services table in section 1.3.7 remain the same for the services in the New Services table in section 1.5.4 unless stated otherwise.

1.5.4

<b>New Services</b>							
	<b>Service</b>	<b>Provider/s</b>	<b>Change to Description approved by Co-operative Executive on 21<sup>st</sup> July 2021</b>	<b>Changes in current financial year 2021-22</b>	<b>New Contract or grant</b>	<b>New Funding period</b>	<b>New funding per financial year</b>
1.	Dementia Specialist Advice Service	Subject to open tender process	<ul style="list-style-type: none"> <li>Tender for a contract for 5 years 2022 – 2027 increasing the current investment</li> <li>Include the requirement for a Sheffield Community Dementia Triage Point for public as well as professionals</li> <li>Transfer all training and support for PKW dementia workers</li> </ul>	n/a: current contract continues to end date 31 Mar 2022	Contract	31 Apr 2022 – 31 Mar 2027	Up to £126,000

			<p>into this contract</p> <ul style="list-style-type: none"> <li>• Transfer Sheffield Dementia News for professionals into this contract</li> <li>• Remove Case Reviews from the contract</li> </ul>				
2.	<p>People Keeping Well (PKW) Community Dementia Provision</p> <p>18 PKW partnerships, now including the Age UK (South West) and Stocksbridge Community Leisure Centre (Stocksbridge &amp; Upper Don) areas, which are now part of PKW</p>	<p>10 Lead Partners:</p> <ul style="list-style-type: none"> <li>• Age UK Sheffield (x 2 PKW partnerships)</li> <li>• Darnall Well Being</li> <li>• Heeley Trust</li> <li>• Heeley City Farm (x 2)</li> <li>• Manor Castle Development Trust (x2)</li> <li>• Shipshape</li> <li>• SOAR (x4)</li> <li>• Stocksbridge Community Leisure Centre (Stocksbridge Community Care Group)</li> <li>• Woodhouse &amp; District Community Forum (x2)</li> <li>• ZEST (x2)</li> </ul>	<ul style="list-style-type: none"> <li>• Re-commission as grants to meet with current People Keeping Well arrangements</li> <li>• Increase in funding for each area</li> </ul>	<p>New grants</p> <p>First 3 months (01 Jan 2022 – 31 Mar 2022) continue at current funding rate</p> <p>Total for 3 months £67,500 (£3,750 x 18 partnerships)</p>	<p>New grants from 01 Jan 2022 with increased funding from 01 Apr 2022</p>	<p>01 Jan 2022 – 31 Mar 2027</p> <p>[NB same rate for first 3 months]</p>	<p>£306,000</p> <p>(£17,000 x 18 partnerships from 01 Apr 2022)</p>

3.	Sheffield Dementia Action Alliance (SDAA)	Hosted by Age UK Sheffield	<ul style="list-style-type: none"> <li>• Re-commission as a grant</li> <li>• Move the training element and support for People Keeping Well dementia workers</li> <li>• Move the Sheffield Dementia News for professionals</li> <li>• Reduce the funding accordingly</li> </ul>	<p>Extend current grant 01 Dec 2021 – 31 Mar 2022 at existing rate</p> <p>Total for 4 months £21,666</p>	New grant from 01 Apr 2022 with reduced amount	01 Apr 2022 – 31 Mar 2027	£15,000
4.	SHINDIG (Sheffield Dementia Involvement Group)	Sheffield Hospitals Charity (on behalf of Sheffield Health & Social Care NHS Foundation Trust)	<ul style="list-style-type: none"> <li>• No change to description</li> <li>• Offer more flexibility re attending existing dementia groups to hear voice of users</li> </ul>	<p>New grant from 01 Dec 2021</p> <p>Total for 4 months £666</p>	Grant	01 Dec 2021 – 31 Mar 2025	£2,000
5.	4 Dementia Cafés in specific locations	<ul style="list-style-type: none"> <li>• Heeley Trust – Meersbrook</li> <li>• Shipshape – City Centre</li> <li>• Woodhouse &amp; District Community Forum – Beighton</li> <li>• ZEST (delivered by Age UK Sheffield) - Hillsborough</li> </ul>	<ul style="list-style-type: none"> <li>• De-commission the 4 dementia cafes that were established 10 years ago in specific locations</li> <li>• A legacy of previous funding</li> <li>• Greater range of dementia activities now available through PKW</li> </ul>	n/a: current contract continues to end date 31 Mar 2022	Non	n/a	£0

## 1.6 Breakdown of costs

1.6.1 A full breakdown of these costs is given in the table below.

1.6.2

Breakdown of costs								
1.	Contract subject to tender process	To 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
	<b>Dementia Specialist Advice Service</b>	n/a: current contract continues	Up to £126,000	Up to £126,000	Up to £126,000	Up to £126,000	Up to £126,000	<b>Up to £630,000</b>
2.	Grants	01 Jan 2021 to 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
	<b>People Keeping Well Dementia Partnerships</b>	£67,500	£306,000	£306,000	£306,000	£306,000	£306,000	<b>£1,597,500</b>
NB: 10 lead partners organisations covering 18 partnership areas – see section 1.6.3 for details								
3.a & 3.b	Grant Extension & Grant	01 Dec 2021 to 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
	<b>Sheffield Dementia Action Alliance (SDAA)</b>	£21,666	£15,000	£15,000	£15,000	£15,000	£15,000	<b>£96,666</b>

4.	Grant	01 Dec 2021 to 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
	<b>Sheffield Hospitals Charity (on behalf of Sheffield Health and Social Care NHS Foundation Trust for SHINDIG)</b>	£666	£2,000	£2,000	£2,000	£2,000	£2,000	<b>£10,666</b>
5.	Grant	To 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
	<b>4 Dementia Cafés in specific locations</b>	n/a: current contract continues	£0	£0	£0	£0	£0	<b>£0</b>
	<b>Overall Total</b>	01 Dec 2021 to 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
	<b>All</b>	£89,832	£449,000	£449,000	£449,000	£449,000	£449,000	<b>£2,334,832</b>

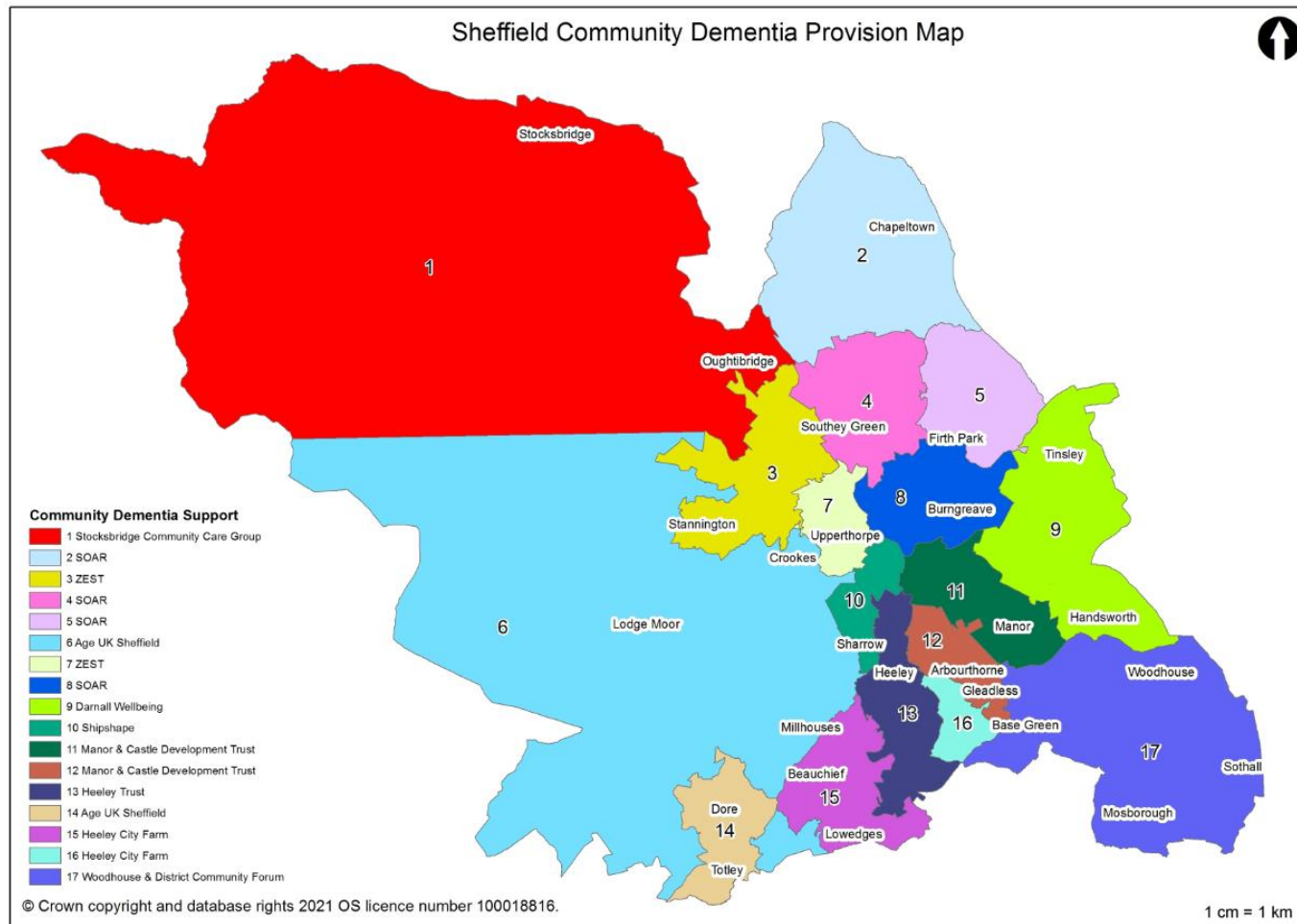


## 1.6.3

2. Further detail on Grants for People Keeping Well (PKW) Community Dementia Partnerships from section 1.6.2									
	PKW Dementia Partnership Lead Organisation	PKW Partnership	01 Jan 2022 – 31 Mar 2022	01 Apr 2022 – 31 Mar 2023	01 Apr 2023 – 31 Mar 2024	01 Apr 2024 – 31 Mar 2025	01 Apr 2025 – 31 Mar 2026	01 Apr 2026 – 31 Mar 2027	Total
1	Age UK Sheffield	Dore & Totley	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		South West	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
2	Darnall Well Being	Darnall	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
3	Heeley City Farm	Gleadless Valley	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		Lowedges, Batemoor, Jordanthorpe	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
4	Heeley Trust	Heeley	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
5	Manor & Castle Development Trust	Arbourthorne	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		Manor Castle	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
6	Shipshape	City Centre, Sharrow, Broomhall	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
7	SOAR	Burngreave	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		Chapelgreen	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		Firth Park	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		Southey	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
8	Stocksbridge Community Leisure Centre (Stocksbridge Community Care Group)	Stocksbridge & Upper Don	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
9	Woodhouse & District Community Forum	South East 1	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		South East 2	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
10	ZEST	Hillsborough	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
		Netherthorpe & Uppertorpe	£3,750	£17,000	£17,000	£17,000	£17,000	£17,000	£88,750
<b>Total</b>	<b>10</b>	<b>18</b>	<b>£67,500</b>	<b>£306,000</b>	<b>£306,000</b>	<b>£306,000</b>	<b>£306,000</b>	<b>£306,000</b>	<b>£1,597,500</b>

1.6.4 The Sheffield Community Dementia Provision map below shows the current Community Dementia partnership areas which cover the whole of the city. Each number covers 1 partnership area, except Area 17 which comprises 2 partnership areas. The total is therefore 18 areas.

1.6.5



## 2. HOW DOES THIS DECISION CONTRIBUTE?

2.1 As well as responding to the voice of people living with dementia and their carers this proposal also assists the council to meet its statutory duties under the Care Act 2014 in the following ways:

### ***The Care Act 2014 (Sections 42-47)***

Safeguarding from the 6 key principles

- Prevention - From the basis that it is better to take action before harm occurs
- Partnership - Local solutions through services working with their communities. These communities have a part to play in preventing, detecting and reporting neglect and abuse.

### ***The Care Act 2014 (Section 2)***

The requirement to provide or arrange services that help prevent people developing needs for care and support or delay people deteriorating such that they would need ongoing care and support and take account of:

- What services, facilities and resources are already available in the area (for example local voluntary and community groups), and how these might help local people
- Identifying people in the local area who might have care and support needs that are not being met.

### ***The Care Act 2014 (Section 4)***

Provide information on:

- What types of care and support are available – e.g. specialised dementia care, befriending services, reablement, personal assistance, residential care etc
- The range of care and support services available to local people, i.e. what local providers offer certain types of services.

This proposal will contribute to the Council's ***One Year Plan 2021-22*** especially in relation to:

- Communities and Neighbourhoods
  - Supporting communities as COVID restrictions ease
- Education, Health and Care
  - Enabling adults to live the life that they want to live

In particular this proposal has a strong link to the new **Local Area Committees** and their **Empowering Communities** work. Community dementia services will be in line with the commitments to:

- Empower communities
- Harness community assets to strengthen cohesion and connectedness
- Improve health and wellbeing.

It will contribute to the **Local Area Committees'** aims of:

- Engaging, empowering, enabling and seeking the active participation

of all residents and community organisations on a topic of local interest

- Providing a geographical framework that prioritises and directs the local delivery of services
- Demonstrating work with local partners and stakeholders to ensure services are joined up and operating effectively in line with the needs of local communities
- Involving key partnerships with local Voluntary, Community and Faith Sector organisations to ensure greater efficiency of resources, improved services, and a stronger local voice.

This proposal supports and links to the principles of the draft **Adult Health and Social Care Strategic Plan (2021 – 2030)**, in particular the models of care by delivering:

- Resilient Communities and Universal Services
  - Supporting people to live a fulfilling life at home, connected to the community and resources around them, and provide care and support when needed

The **Joint Sheffield Dementia Strategy** identifies six dementia commissioning objectives towards which this proposal contributes:

- To ensure people receive good quality information, advice and guidance at the right time
- To ensure people and their families are listened to and involved in future service shaping
- To invest in building capacity within organisations and upskilling our communities to support people with dementia (i.e. providing advice to organisations about making services and activities more dementia friendly and offering training and awareness sessions)
- To invest in the local voluntary, community and faith sector
- To increase the number and range of activities across the city for people with dementia and their families, enabling people to live well, at home, for longer
- To focus on prevention and increasing awareness about how lifestyle changes can reduce the risk of developing dementia

This proposal also supports the Sheffield City Council People Portfolio Strategic Objectives 2021-22:

- Increase equality, resilience and inclusion
- Thriving communities where people like to live
- People are and feel safe
- People are independent and can achieve their potential
- People are healthier and happier

### **3. HAS THERE BEEN ANY CONSULTATION?**

- 3.1 We have undertaken several consultation activities over recent years and months, the evidence of which has informed this proposal.

- 3.2 Consultation with people living with dementia and their family carers:
- March 2021 – Sheffield Dementia Strategy Survey on progress made in meeting the Strategy Commitments
  - September 2020 - two online dementia groups run by People Keeping Well community dementia providers – Parson Cross Forum Memory Café and Age UK Sheffield Dore Rosemary Dementia Café
  - July 2020 - SHINDIG meeting ‘The impact of Covid-19 and lockdown on people with dementia’
  - March 2019 - SHINDIG meeting ‘Information, advice and support services experiences and needs of people with dementia’
  - April 2018 - SHINDIG meeting ‘What support and care is needed to live well with dementia: informing Sheffield Dementia Strategy’
- 3.3 Consultation with professionals working with people living with dementia:
- September 2021 – Workshops with providers to develop Outcomes for People Keeping Well Dementia grants
  - March 2021 – meeting with providers of the 4 dementia cafes in specific locations
  - November 2020 – Workshop ‘Community Dementia Support beyond 2021’ and to review Year 2 of the community dementia provision
  - February 2020 – Workshop to review Year 1 of the community dementia provision
- 3.4 The evidence collected in these ways led to the aspects of community dementia support that need change, as detailed in Section 1.4
- 3.5 We have kept the local market informed of the plans by meeting individually with current providers. We will also be continuing to holding provider events during 2021 to further share our plans and receive feedback which we can build into the development of the outcomes and monitoring requirements for the new grants.

## **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

### **4.1 Equality of Opportunity Implications**

- 4.1.1 In Sheffield, there are currently an estimated 7,000 people living with dementia in the city, of which approximately 4,000 have a formal diagnosis. The number of people living with dementia in Sheffield is expected to rise to 8,000 by 2030, with the biggest increase in people aged 85 and over. Prevalence varies significantly by age group from as low as 1% in females aged 65-69 to almost one in three for females aged 90+.
- 4.1.2 Studies have shown that people living with dementia have been among those most impacted by the Coronavirus pandemic. In July 2020, an Alzheimer’s Society survey found that since the start of Lockdown 1 in March 2020 for people living with dementia:
- 76% had seen a deterioration in their dementia

- 36% had lost confidence in going out and carrying out daily tasks
  - 46% felt it had impacted on their mental health
  - 35% felt more lonely
- 4.1.3 For people living with dementia, the most common symptoms reported as having increased were difficulty concentrating (48%), memory loss (47%), and agitation / restlessness (45%). The longer the pandemic continues, these figures are likely to increase. This highlights the clear benefits to people's physical and mental health of being able to be part of their local community.
- 4.1.4 In November 2020, Carers UK released research into carers' experiences during the COVID-19 pandemic which showed that "More than three quarters (78%) of carers reported that the needs of the person they care for have increased recently."
- 4.1.5 An Equalities Impact Assessment was undertaken for the Co-operative Executive report and has been reviewed for this report. There are no adverse effects as a result of this proposal and overall there is expected to be a positive impact.
- 4.1.6 The impact of the decommissioning of the 4 Dementia Cafés in 4 specific locations will be mitigated because:
- The 4 organisations running the dementia cafés are PKW Lead partners and plan to continue the groups in some form (either continuing as dementia cafés or other dementia-friendly groups eg gardening, walking, craft, music etc), but integrated as part of the PKW dementia provision rather than being separate
  - Prior to national lockdowns, attendances at the 4 dementia cafés had begun to diminish slightly, due to a broader range of dementia-friendly activities being available in locations across the 18 PKW dementia partnerships (covering the whole city) than when the café contracts began at a time when the cafés were the only dementia activities available in the city (in 4 specific locations)
  - The dementia cafés have not been able to meet face-to-face during the COVID-19 pandemic (support was instead offered over the phone, on Zoom or via activity packs), so now is an ideal time to potentially offer something different
  - Current attendees will be involved in designing the replacement groups and offered opportunities to attend if they wish
  - Meetings have been held with the current providers – they were supportive of the proposed changes and positive about the flexibility of not having to run a particular group in a particular location, and instead have the chance to offer a variety of dementia sessions in response to local needs
  - The needs of people with dementia are changing and may not always fit the traditional 'dementia café' model
  - People with dementia and their carers will continue to get good outcomes but from a wider range of dementia activities
  - The decommissioning of the dementia cafés will not affect the

sustainability of the voluntary sector providers as although this funding is ending, the 4 providers will receive a slight increase in their PKW dementia funding

- It will ensure investment for dementia activities is equitable across the city.

#### 4.2 Financial and Commercial Implications

- 4.2.1 The anticipated cost of this proposal is £449,000 per annum which is an increase of £12,300. However, this difference is being met by reductions to day care contracts within the same budget and therefore this plan fits within the current community dementia budget envelope.
- 4.2.2 The existing contracts and grants are coming to an end during late 2021 and 2022. The re-procurement and new commissioning is being undertaken in line with advice and guidance from Commercial Services. The grants are being undertaken with advice and guidance from the Voluntary Sector Liaison Team who administer many grants on behalf of the Council.
- 4.2.3 The re-procurement of the Dementia Specialist Advice Service will meet all legal and commercial requirements. The contract is for 5 years and is following an open tender process.
- 4.2.4 TUPE applies for the Dementia Specialist Advice Service but this will form part of the negotiations between the outgoing and incoming provider.
- 4.2.5 The grants will be awarded in-line with Council requirements and issued as each current grant ends.

#### 4.3 Legal Implications

- 4.3.1 The Council has a number of powers and duties that are relevant to the provision of the services proposed in this report:
- a) Section 75 of the National Health Service Act 2006 and National Health Service Bodies and Local Authorities Partnership Regulations 2000 allows local authorities and specified NHS bodies to work jointly including having pooled budget arrangements and undertaking commissioning on each other's behalf.
  - b) The Care Act 2014 provides the legal framework for adult social care and places a duty on councils to promote people's wellbeing. Under the Act, councils support, and promote the wellbeing and independence of working age disabled adults and older people, and their carers; provisions of the Care Act include:
    - Section 1: Promoting individual well-being.
    - Section 2: Preventing needs for care and support.
    - Section 3: Promoting integration of care and support

with health services etc.

- Section 18: Duty to meet needs for care and support.
- Section 20: Duty and power to meet a carer's needs for support.

4.3.2 The proposed contract and grant will contribute to the fulfilment of these duties.

4.3.3 The proposed contract outlined in this report has a value in excess of the threshold for contracts for services in accordance with the Public Contracts Regulations 2015 as amended ('PCR 2015'). The procurement and contract award processes to be followed in relation to the proposed contract will be subject to PCR 2015.

4.3.4 The Council must also comply with the Council's Contract Standing Orders.

4.3.5 If there is a change in service provider this will have an impact on the staff providing the service and TUPE will apply. This must be drawn to the bidder's attention so that they can consider the potential impact of TUPE and current providers are required to share information as appropriate in accordance with their existing contracts and the TUPE legislation.

4.3.6 Each grant will be subject to a subsidy control assessment prior to a grant being awarded. This assessment will be undertaken to ensure that it complies with the subsidy control rules and details around the grant may require publishing in accordance with the government requirements if deemed to be a subsidy.

4.3.7 The terms and conditions for both the contract and the grant will be Council standard terms and conditions. Legal and Commercial Services will support with the drafting of these documents.

4.3.8 Key terms of grant agreements will be:

- Payment in quarterly instalments.
- Circumstances where the grant can be suspended, withdrawn or reduced including but not limited to where the grant recipient has not complied with the terms and conditions or they completed their reporting dishonestly.
- Grant must only be spent for the purpose stated.
- If the grant is used to purchase any goods, works or services then value for money must be achieved using the process detailed in the grant agreement.

4.3.9 Key terms of the contract will be:

- 30-day payment terms.
- How a change may be effected.
- Termination provisions (for example for breach on in specified circumstances such as insolvency) and the consequences of termination.
- Each parties data protection obligations.



- 4.3.10 The Council must at all times comply with PCR 2015, Contracts Standing Orders, Subsidy Control and the Data Protection Regulations.

## 5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 In making the recommendations two other options were considered and rejected:

5.1.1 *i. Continue with the existing services, contracts and grants*

This alternative was rejected because:

- It does not respond to feedback gathered during the past 3 years from people with dementia, their carers and professionals working with them
- It does not allow us to update the current service specifications and
- It does not meet with legal and commercial regulations

5.1.2 *ii. End the existing services and invest in other new provision*

This alternative was also rejected because:

- The current model begun in 2019 has not yet fully embedded, particularly due to the pandemic
- More change for existing users would be disruptive

## 6. REASONS FOR RECOMMENDATIONS

- 6.1 The preferred option is:  
*iii A slight re-alignment of existing community dementia support services*

6.1.1 This option was chosen because it:

- Distributes funding where it is most needed and is simplified
- Responds to feedback gathered during the past 3 years from people with dementia, their carers and professionals working with them
- Allows us to update the current service specifications
- Meets with legal and commercial regulations
- Allows the current model to become more fully embedded, particularly during and after the COVID-19 pandemic
- Reduces disruptive change for existing users and workers

6.2 The intended outcomes are that people living with dementia and their carers will be supported in a dementia-friendly Sheffield to:

- Receive suitable relevant, quality and timely dementia information and advice
- Access good quality community dementia support and participate in activities that are meaningful to them

- Develop and build resilience
- Remain independent, safe and well for as long as reasonable
- Be listened to and involved in future service shaping