

Dementia Friendly Communities Development Funding 2017-2018

MONITORING & EVALUATION REPORT

Name of Awardee (Lead Organisation)

Volunteer Centre Edinburgh/Dementia Friendly Pentlands

Name of Project

Dementia Friendly Pentlands

Reporting Period

1 August 2017 – 31 January 2019

What is this form for?

- Use this form to describe what you have achieved through your project and how you have spent your funding.
- By your project, we mean the activities, services or facilities the Trust is funding, as described in your application, letter of Award and project and evaluation plans, together with any changes we have agreed with you since your Award and plans were agreed.
- Do not use this form to inform the Trust about changes to your main contact, authorised signatories, organisation, partners or bank account. **We expect you to inform us of these changes with us before they happen.**

How to fill out this form

- Make sure you have saved this form and the accompanying budget template to your own computer and have saved a duplicate copy elsewhere.
- Please complete all sections of this report as well as the accompanying budget sheet.
- The budget sheet is available in Excel format.
- Please return the completed report by the deadline in the Reporting Schedule.
- Do **not** send your completed report or budget as a PDF.
- Please upload your completed monitoring report, completed budget sheet and attachments (Annual Accounts and Trustees' Annual Report, if applicable) to the Trust's Salesforce system. (This can be done using the access link provided).
- Please submit your supporting evidence via email to Graham Hart (Dementia Insight, Evidence & Funding Officer) Email: graham.hart@lifechangestrust.org.uk
- If you have any questions, please contact:

Colm McBriarty
Senior Funding Officer - Dementia Programme
Email: colm.mcbriarty@lifechangestrust.org.uk
Tel: 0141 212 9063

Part 1 – Progress of the project (Complete every six months)

1.1 - Describe your main activities

Describe the main activities you have started, continued or finished during the reporting period.

- Conducting community consultation events (CC) open to the whole community including people affected by dementia, those who offer support services and local businesses
 - 1st CC held in Currie on 18.11.2017
 - 2nd CC held in Juniper Green on 06.02.2018
 - 3rd CC held in Balerno on 05.03.2018
 - 4th Final CC held in Juniper Green on 31.10.2018
- Setting up a community access point – a 'Dementia Hub' in the local community
- DFP Business Scheme
- The development and presentation of education initiatives and inter-generational work within local Primary and High schools and local youth organisations
 - Nether Currie Primary School
 - 2nd World War Project with PALM cafe
 - Burns Supper Project with PALM cafe
 - Dementia Awareness Workshop with P7
 - Regular visits to Tuesdays Tea and Tunes (TTT)
 - Provided Learning Materials on Dementia for teachers to incorporate in the curriculum
 - Currie High School
 - Volunteers from the school helped out at TTT
 - Dean Park School
 - DFP provided Learning Materials on Dementia for teachers to incorporate in their curriculum
 - Scouts
 - Dementia Awareness Workshop with Balerno Beavers
 - Visit to PALM café
- Education for local businesses to make them more Dementia Friendly
 - Developed a DFP Business Scheme
 - Juniper Green – Molly's Deli 1st to pledge, Lindsay and Gilmour Pharmacy local branch, Porteous Funeral Directors
 - Balerno – The Mill Café
 - Currie – The Corner Café, Lindsay and Gilmour Pharmacy local branch

- Supporting ongoing projects in Juniper Green, Currie and Balerno
 - PALM café
 - Tuesday's Tea and Tunes cafe
 - Encouraging and supporting Juniper Green community council and Parish Church to become more dementia friendly
 - Supporting Currie Community council in delivery of new initiatives
 - Supporting Balerno Parish Church in delivery of dementia friendly services
- Establishing 'Carers Peer Support Group' within PALM Café
 - To provide a space for carers to socialise, share experiences, offer peer support
 - Held every two months
- Recruiting volunteers
 - Currie High School Pupils – volunteer at dementia cafes
 - Various Raising Dementia Awareness Events – proactively recruiting new volunteers
 - One of which was holding a stall at local farmers market that resulted in a new volunteer joining TTT café in Currie
- Raising awareness of dementia and support that is available amongst the local community by delivering and co-facilitating a variety of dementia awareness events:
 - 7 events held across the villages of Juniper Green, Currie and Balerno during the Alzheimer's Scotland Dementia Awareness Week 2018

1.2 - Achievements, Learning, Challenges and Changes

Achievements: Please outline key achievements during the reporting period

Learning: Please outline what you have learned during the reporting period

Challenges: Please give details of the challenges you have faced and how you tackled them

Changes: Please outline any significant changes you would like to make based on your evidence and learning

Achievements

- New Dementia Café – Tuesday's Tea and Tunes in Currie that meets every 2nd Tuesday of the month at Gibson Craig Hall in Currie
 - DFP supported Currie Community Council in implementation of the café, drawing from the learnings of PALM, an already established dementia café in Balerno, by facilitating initial volunteer planning group meetings, by providing dementia training to volunteers, by managing the group of student volunteers from local high school, by co-facilitating gatherings.
- Conducted Community Consultation Events across all three communities
 - Findings from the consultation process have informed DFP activities and have been implemented into future planning of DFP projects and activities
- Inter-generational Work with Currie High School
 - Recruited pupils from Currie Community High School as volunteers for TTT
 - Established a mutually beneficial relationship with the local High School
- Recruited volunteers through awareness raising sessions done in the local communities
 - This has been achieved organically, by volunteers actively seeking out DFP opportunities to take part in.
- Establishing "the brand" of DFP across the three communities and beyond in such a way that is creating a cultural shift and raising awareness of dementia
 - Evidenced by local businesses getting involved, new volunteers approaching DFP, community members becoming more aware of dementia and needs of people living with dementia, higher attendance at DFP activities
 - This is creating inclusive communities so people living with dementia and unpaid carers can continue to engage with their communities in a meaningful way
- Established a community access point at Currie Library
 - This project has been informed by the community consultation process
 - Offering people living with dementia and unpaid carers a safe and supportive environment to process the changing circumstances that dementia brings
 - Providing a local access point to access information, advice and support

- Inter-generational Projects and Learning with Nether Currie Primary School
 - Successful inter-generational projects:
 - 2nd World War
 - Burns Supper
 - Scouts groups presentation
 - Regular visits from local primary schools to dementia cafes
 - Dementia Awareness Raising Workshops
 - Nether Currie Primary Schools
 - Beavers Scouts Group Balerno
- Implementation of our 1st 'Carers Peer Support Group'
 - This project has been informed by the community consultation process which identified the need for more support for carers locally
 - 1st gathering received very positive feedback and the decision was taken to include the group on a permanent basis as part of the PALM Café
- Networking event at the Scottish Parliament
 - Engagement with elected members and other key stakeholders to raise awareness about DFP and the problems faced by people living with dementia
 - Enabled two carers to share their stories in front of a large audience
 - Advocated for dementia awareness in a larger arena
- Initial contact with local businesses
 - Molly's Deli in Juniper Green – the first to pledge
 - Other businesses approached – Porteous Funeral Directors, Lindsay & Gilmour Pharmacy, Balerno Pharmacy, The Mill Café, The Corner Café
 - DFP provides dementia awareness training for staff and ongoing dementia awareness support to the business
- Receiving charity status and becoming an established SCIO with OSCAR
- Recruited new Trustees with the skill sets to support and develop the charity's purposes.
 - Establishing a firm foundation that is going to enable DFP to continue to grow and develop
- Strengthening the local support networks by working with statutory services, national charities, community councillors and MSPs
 - Raising awareness of dementia but also raising awareness of DFP as example of good practice – gaining strategic influence evidenced by being asked to speak at local events, asked to hold a reception at the Scottish Parliament, asked to input at local planning groups across different sectors including NHS and Community Planning, LOOPs Network and approached by a local area asking us for advice and support to start their own dementia friendly community.

- Developing strong local partnerships
 - With local library where we hold our 'Dementia HUB'
 - With Porteous Funerals Directors, who have been supporting DFP from the beginning of the development year by providing venue for meetings and events and joining the DFP Business Scheme
 - With Currie Scouts, providing us a venue for meetings and for dementia friendly exercise classes
 - With Edinburgh Leisure, delivering outreach Dementia Friendly Exercises in the local communities
 - With local churches, providing venues, donating contributions in kind
 - With local community councils, providing venues, raising awareness of DFP on a wider scale
- During the Alzheimer's Scotland Dementia Awareness week, DFP held 7 separate events with the aim of raising awareness of both dementia and DFP whilst bringing communities closer together
 - Dementia Friendly Church Service
 - Information session with Occupational Therapist specialised in dementia
 - Dementia Friendly Tea Dance
 - Dementia Friendly Reminiscence Film Screening
 - Dementia Awareness Workshop with a guest facilitator
 - DFP Stall at the local farmers market
 - DFP Information session at local church café morning
- All of this was achieved with one part-time member of staff and a group of highly dedicated volunteers

Learning

Learning from our Consultation Process

Our work is embedded in the needs of people in our community; we used Community Consultations (CC) to establish local requirements for support and opportunities to develop the community to meet the needs of people living with dementia and their Carers.

Consultations have identified the following areas that require ongoing work:

- **The provision of a dementia information and support hub** to provide information about dementia, connect people affected by dementia to local and city wide services and provide both practical and emotional support
- **Supporting community organisations to develop new and ongoing initiatives** for people living with dementia, including dementia cafes, dementia friendly exercise classes, carers support and peer support groups.
- **Raising community awareness of dementia** and educating the community (including local businesses) so they can support people with dementia both practically and socially.
- Ensuring **dementia friendly environments** e.g. physical environment, dementia friendly signage. Issues identified in the CC process were:
 - No/very little sitting areas
 - No Community Toilets
 - Road crossings
 - Signage
- **Inter-generational work** providing education to children in schools and local children's groups and supporting opportunities for young people to engage in activities such as attending local dementia support groups or working together with people living with dementia on different projects.
- Offer Informal emotional & social support and develop a **Befriending Service** to meet the needs of respite, isolation, practical help and transport.
- **Recruiting, training and supporting a group of volunteers** to support the activities of DFP.
- The need for **more support for Unpaid Carers locally**
 - Establish a Carers Peer Support Group
 - Support new dementia initiatives by linking up with them and sharing knowledge and experience
- The need for **better communication** about different events locally
 - Leaflets, posters, announcements to be done in advance so people living with dementia and their carers can make necessary arrangements
 - Need to reach out to isolated people by linking in with healthcare professionals and identifying people in the background (hairdressers, gardeners, etc.) who are in touch with isolated individuals

Practical Learning/ Skills Development

DFP Management Team Training

- DFP management team identified the need for further development of their skillset and understanding of project management and codes of good practice
- Training was delivered by a member of Volunteer Edinburgh Staff and a Trustee
- Topics covered:
 - Vision, ethos and mission
 - Developing a Code of Good Practice
 - Roles and Responsibilities within a Management Team
 - Strategic development
 - Roles and Responsibilities of Charity Trustees

DFP Development Worker attended trainings that have been cascaded down to other members of DFP Team

- Measuring Social Impact workshop
- Self-Reliant Groups workshop
- Dementia and the Outdoors workshop

DFP Team attended networking events and conferences

- LCT Conferences
- Alzheimer's Scotland Conference
- LOOPs SW Locality meetings
- Pentlands Cluster meetings
- Living Well Event
- Voluntary Sector Forum meetings

Learning about building Networks

- Through having a respectful and caring approach, DFP established respectful relationships and partnerships across the villages of Juniper Green, Currie and Balerno to tackle the issue of volunteer recruitment and accessible social opportunities; creating practical and impactful solutions.
 - E.g. the partnership with Juniper Green Parish Church and Community Council, where we enabled them to host events during Dementia Awareness Week, host two consultation events and a dementia information session in the local church.

Learning about Dementia

- Each networking event, consultation event, conference and training that DFP attended has informed our projects and activities by the findings being evaluated, adapted and applied to the Pentlands communities.

Learning about Volunteer Management

- In the context of setting up a new project – Tuesday's Tea and Tunes Dementia Café; the importance of establishing a team, team leader, ground rules, roles and responsibilities

Challenges

- **Financial constraints**

- Short-term funding and not being able to secure additional funding resulted in the loss of the development worker. DFP was faced with the challenge of how to maintain the project and activities that were developed during the development year.
- Aim to overcome this challenge with:
 - Succession planning,
 - Continuing to apply for funding,
 - Recruiting New Trustees and project volunteers
 - DFP is a small team of volunteers with their own time constraints, recruiting new Trustees will enable DFP to establish a funding committee and sub groups to continue the work that has already begun across the three communities.
 - Continuous volunteer recruitment will allow projects to be sustainable and will ensure that current skills and knowledge within the volunteer teams is not lost as volunteers naturally leave.

- **Volunteer Management**

- DFP Board of Trustees – Volunteers have their own time constraints and personal commitments, which affect the amount of time people can give to DFP and their ability to commit to the project.
- Café volunteers – Retention and motivation of volunteers
How DFP tackled supporting volunteers through the problem areas:
 - Development worker attending volunteer planning group meetings
 - Offering advice and support to volunteers
 - Providing volunteer training
 - Providing support and supervision to volunteers
 - Making sure that volunteers feel listened to by involving them in decision making and planning for the café activities.
 - Volunteer group is peer led, cafes are organised in teams, volunteers are encouraged to use their own particular skillsets and are valued for the skills they bring
 - Recognition - Making sure that volunteers are thanked and that the work they do is acknowledged.

- **Network building**

- People with different agendas and different backgrounds
 - Through having a respectful and caring approach, DFP established positive relationships and partnerships across the three villages and was able to overcome the differences by emphasising the commonalities and the shared aim of creating more informed communities

- **Resources**

- No office space for DFP worker
- Sometimes difficult to source venues for events
- No storage space

- Cost of refreshments for events
- DFP tackled these issues by:
 - Development worker was based in Currie Community Library, however worked in all three communities, using local cafes and local businesses who provided space as office space and meeting venue
 - Contributions in kind from local churches and local businesses, financial donations in form of fundraising for DFP as well as providing venues at no cost
 - DFP equipment is stored at DFP Trustees' homes
- **Cultural change**
 - Beginning the process of real cultural change and dealing with stigma
 - By providing a platform for people living with dementia and unpaid carers to share their stories via networking events, local forums, newspapers and online
 - By engaging in difficult conversations with elected officials and other stakeholders at networking events and dementia awareness raising opportunities
 - By encouraging community members to tackle stigma and negative language in the community when witnessing it
 - Through dementia awareness training for children, adults and local businesses
- **Identifying isolated individuals**
 - DFP identified a challenge in how to identify and reach out to people living with dementia who are isolated and it is an ongoing effort to overcome this challenge
 - By developing and delivering dementia raising events that were inclusive and open to all community members
 - By establishing a local community access point in Currie Library, where drop-in sessions are held once a month
 - By developing and delivering DFP business scheme – with the aim that people living with dementia and unpaid carers that would not normally attend 'dementia' activities, will still engage with local businesses such as cafes and pharmacies, and through this engagement will learn about local support services
- **Getting local businesses to join the DFP Business Scheme**
 - Make businesses realise that undertaking dementia awareness training is mutually beneficial
 - By approaching businesses with the idea of DFP Business Scheme and at first focusing more on recognising the work they are already doing and reinforcing it; then gradually introducing more detailed action plans to enable them to become more dementia friendly

- By engaging in respectful conversations with local businesses
- By showcasing businesses that are already members of the DFP Business Scheme – positive competition

- **Issue of Transport**

- Transport to different activities for people living with dementia, especially those who are living alone/are isolated
 - Delivering activities in all three communities so they are more easily accessible
 - Looking into a potential befriending service for volunteers to accompany people living with dementia to and from activities
 - By feeding into community planning strategy and advocating for appropriate transport to be made available

Changes

Changes in Project Delivery

Through our consultation process we identified 5 priorities. These are the changes we would like to make and are already beginning, based on our evidence and learning:

- **Offer informal emotional and social support**
 - Currie Library Drop-in Sessions
 - Second Dementia Café in Currie – Tuesday's Tea and Tunes
 - Carers Peer Support Group – at PALM café
 - Potential Befriending Service in the Pentlands Area
- **Raising community awareness of dementia and educating the community**
 - Dementia Friendly Business Scheme
 - Dementia Awareness Week
 - Dementia Training for DFP Volunteers
 - Attending Networking Events (*Parliament Reception, Pentlands Cluster Meetings, Dementia Consultations*)
 - Working with local schools to increase dementia awareness and intergenerational interaction
- **Ensuring dementia friendly environments**
 - Planned Environmental/ Signage Audit of the Pentlands Area
 - Informing businesses through Dementia Friendly Business Scheme
- **Information giving**
 - New DFP Leaflets
 - Currie Library Drop-in Sessions
 - Launching a DFP Newsletter
 - Creating community 'access points' in all three communities through the Dementia

Friendly Business Scheme

- **Transport**

- Out of scope of our project, but hope to cover with a befriending service
- Continue to feed into community transport consultation process

Changes in how DFP is run:

- DFP has formalised
 - Receiving a charity status and becoming an established charity with OSCAR
- End of partnership with Volunteer Edinburgh
 - With the end of development year and DFP receiving charity status, DFP will begin working independently
- DFP Board of Trustees has expanded
 - Recruited three new DFP Trustees
- Change in a formal identity - DFP is an identifiable brand now
 - New logo
 - New banners
 - New leaflets
 - New website
 - New social media accounts
- Change in how DFP as an entity perceives itself
 - In terms of its relationship with both statutory bodies and charities; DFP aims to be an advocate for people living with dementia and also an example of good practice in the area of dementia care and support.

Part 2 – How has your funding been spent? (Complete every six months)

2.1 - Your Project – in the past six months, what did you spend the funding on?

Please complete the accompanying budget sheet to give a breakdown of your expenditure during the current reporting period. Refer to the guidance notes in the budget spreadsheet.

Completed spreadsheet is attached.

X ☐

2.2 - Do you have comments about a particular financial reporting line?

Having completed the separate budget sheet, do you have comments you want to make about any line (e.g. where you have an overspend or underspend)? If yes, add any comments here. Note the reporting line and the particular item. Insert more rows if needed.

Line			Item	Comment
e.g. 1 - Staffing costs	e.g. Salaries e.g. Expenses	e.g. Underspent at year end by £6,608 because new recruits not recruited, taking up post 4 months into project. e.g. Overspent at year end by £2,512 as more travel than anticipated. Propose to address overspend by drawing on salaries underspend.		
Staffing Costs	Expenses, Training and Conference Attendance	Underspends of £141, £165 and £353 respectively had access to free training and the paid staff members require further paid training. Running costs were fewer expenses incurred.		
Staffing Costs	Salaries	Planned overspend of £2,188 on salaries to use up budget caused by underspends as mentioned above. This was to maximise the impact of the project.		
Volunteer Costs	All items	Underspend of £1,160 in total because running costs kept to a minimum, and volunteers incurred/claimed less than expected.		
Promotion & marketing costs	Promotion & marketing costs	Costs were less than expected by £645. The underspend was allocated to staff salaries to maximise impact of the project.		

2.3 - Do you have any significant differences in the spend you had previously anticipated?

If you are not sure whether the difference is significant, please discuss with the Senior Funding Officer before you return your form.

Looking back, explain any significant differences between the amounts you have received and spent to date. Text boxes expand.

As described above, budget was re-allocated to make the most of paid staff time on the project.

Based on evidence from the reporting period do you anticipate having to move money between budget lines or allocating it to a new cost? If so, please complete a 'Change of Budget Allocation Request' form. Send this together with an updated 'Budget Summary Sheet' reflecting the proposed changes. Once agreed, this will become your new budget which you will then use when completing your next monitoring report. **Do not move money between budget lines or allocate it to a new cost before this has been agreed with the Trust.**

Part 3 – Your organisational finances

3.1 - Your Annual Accounts

We need to see annual signed off accounts throughout the full period of the Award.

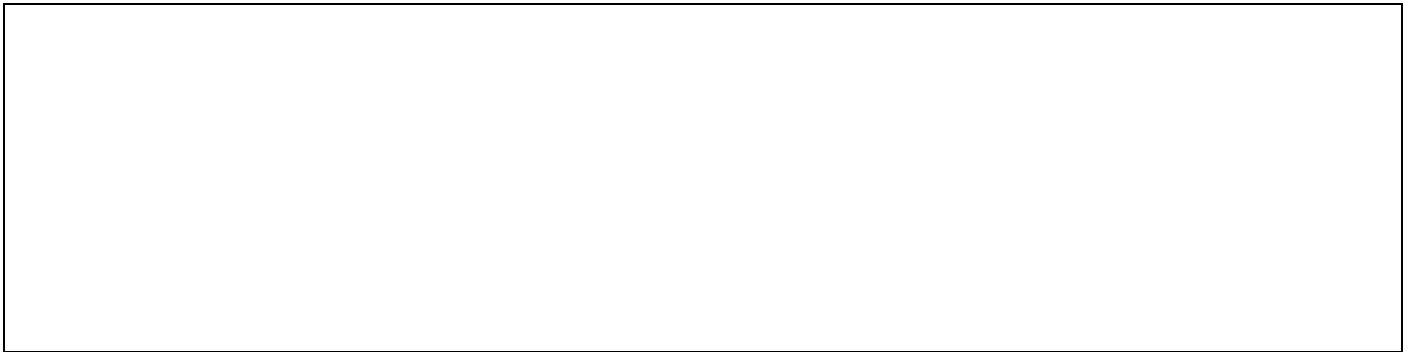
Has your organisation signed off audited, or independently examined, annual accounts since your last report?

YES ☒ NO ☐

If YES, please attach a signed copy along with the accompanying trustees' annual report.

YES ☒ NO ☐

Use this next section if you want to update us on your organisation's financial position. Text boxes expand.



3.2	Acknowledgement of Life Changes Trust Funding
	<p>Guidance</p> <p>Please read the 'Life Changes Trust: Guidance on acknowledging funding'.</p> <p>Website Acknowledgements</p> <p>Please display the Life Changes Trust and Big Lottery Fund logos on your organisation's website. For a copy of the logos or advice on publicity and/or acknowledging Trust funding, please contact Deborah Cowan</p> <div> <div data-bbox="92 1133 715 1312"> <p>Deborah Cowan Manager Life Changes Trust Tel: 0141 212 9606 Email: Deborah.cowan@lifechangestrust.org.uk</p> </div> <div data-bbox="1134 1133 1482 1167"> <p>Communications and PR</p> </div> </div>

Your Organisation's Website

Please insert the relevant web links for the sections below:

1. The location of the Life Changes Trust and Big Lottery logos on your website

Link: <http://dementiafriendlypentlands.org.uk/about/funding/>

2. The location of your project description on your website

Link: <http://dementiafriendlypentlands.org.uk/>

3. The location of the written acknowledgement of Life Changes Trust funding on your website

Link: <http://dementiafriendlypentlands.org.uk/about/funding/>

Part 4 – Your evaluation and evidencing outcomes (Complete for end of Years 1 only)

4.1	Statistics
<p>Guidance</p> <p>Diagnosis of dementia:</p> <p>People do not need a formal diagnosis of dementia to be counted, but they must show signs that they likely have dementia.</p> <p>Double Counting:</p> <p>Please take care not to double count people.</p> <p>e.g. David attends 48 sessions of a football reminiscence group in year 1. David can only be counted as 1 person who regularly participated</p> <p>e.g. Clare, a volunteer, supported 24 project events in year 1. Clare can only be counted as 1 volunteer who regularly supported events</p> <p>If you are working with large numbers of people please provide an approximate figure of the number of individual people who regularly participated during the reporting period. It may be difficult to know exact numbers for a large event, such as a performance or a dance.</p> <p>Life Changes Trust definition of Partnerships:</p> <p>When two or more organisations come together and collaborate on a specific piece of work.</p>	

Statistic description	Number
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Statistic 1: Number of people with dementia attending Dementia Friendly Pentlands activities on a regular basis	33
Statistic 2: Number of unpaid carers attending Dementia Friendly Pentlands activities on a regular basis	16
Statistic 3: Number of consultation events held	4
Statistic 4: Number of volunteers recruited and trained	17
Statistic 5: Number of education initiatives developed	3
Statistic 6: Number of multi-generational activities delivered	16
Statistic 7: Number of school pupils involved	150
Statistic 8: Number of businesses trained	2
Statistic 9: Number of community groups trained	4
Statistic 10: Number of events attended	5

4.2 Qualitative Examples

Supporting documents/attachments

The Trust is happy to accept the following types of supporting documents/attachments:

- Case Studies
- JPEG Pictures
- Videos
- Promotional materials (e.g. electronic copies of activity flyers, project newsletters, project information leaflets)
- Media coverage (e.g. scanned copies of newspaper articles and links to online articles about your project)
- Other material and examples that support progress against the outcomes

Please submit your supporting documents/attachments via email to Graham Hart (Dementia Insight & Evaluation Officer) at graham.hart@lifechangestrust.org.uk . If your supporting documents/attachments total more than 20MB (Single attachments over 20MB or multiple attachments totalling more than 20MB) please send them to Graham via Dropbox or WeTransfer

Case Studies

Please provide at least:

- 2 case studies demonstrating the difference the project has made to individuals living with dementia
- 2 case studies demonstrating the difference the project has made to individual unpaid carers
- 2 case studies of volunteer experiences

- 1 case study about partnership working (if relevant)
- 1 case study of 'multi-generational' work (if relevant)

4.2 Outcomes for people with dementia and carers

Outcome: People with dementia and unpaid carers having a significant say in how dementia friendly Pentlands develops

- e.g. Examples of suggestions made by people with dementia and unpaid carers, and how their suggestions were acted upon
- e.g. Examples of anonymised surveys/evaluation forms completed by people with dementia and unpaid carers
- e.g. Examples of people with dementia and/or unpaid carers choosing or changing project activities

Please describe your evidence below and provide any attachments as described above (Text boxes expand)

Example of suggestions made by people with dementia and unpaid carers, and how their suggestions were acted upon

A person living with dementia informing DFP activities:

- This individual was first introduced to DFP in early March 2018, after he was discharged from hospital. He independently sought out opportunities for community engagement and learnt about DFP and got in touch with the development worker. He lives in the Pentlands area and is devoting his time to singing and performing, painting and writing poetry. He has been diagnosed with Vascular Dementia in 2010 and has learned to overcome his struggles by incorporating structure and creativity into his everyday life. Nothing stops him from having a positive outlook on life, in his own words: "I'm going to go one day, I might as well go my way."
- Development worker first met with this individual on Tuesday 20th March at his home. During the visit he presented all the projects he has been undertaking and demonstrated some singing exercises that he does every morning that have helped him recover from and lessen the symptoms of TIAs. He was very keen to perform and demonstrate his singing skills and exercises at dementia café gatherings, as long as he could have support with facilitating the performance. He has had experience of singing to people living with dementia in care homes and hospitals.
- DFP identified the opportunity to involve a person living with dementia in key decision-making and delivery of various activities under the DFP umbrella, while enabling them to stay empowered by continuing to use their own skills and actively engaging with their local

community.

- Since the initial meeting, this individual and development worker, as well as the entire DFP team, have established a great rapport that enabled him to attend LCT Dementia Gathering in Perth, Alzheimer's Scotland Conference in Edinburgh, actively participate and offer advice and feedback in DFP meetings and in 1:1 consultations with development worker, and to actively participate and deliver singing performances at Tuesday's Tea and Tunes café in Currie, Dementia Exercise Classes in Currie and to lead a gathering at PALM café.

Example of anonymised surveys/evaluation forms completed by people with dementia and unpaid carers

Community Consultations

- The needs of people in our community is embedded in our work. As part of our development year we used community consultations to establish local requirements for support and opportunities to develop the community that meets the needs of people living with dementia and their Carers. We carried out three community consultation events; one in each of the three localities; as we believe that the voices of people living with dementia and their carers should be at the start and the heart of the process of creating dementia friendly communities. We wanted to find out what is important to them and what they feel their communities can do to become more dementia friendly. We also wanted to hear from other members of the community who would like to help support people living with dementia.
- We held three community consultation events:
 - 1st Event was held in Currie at Gibson Craig Hall on 18th November 2017
 - 2nd Event was held in Juniper Green at JG Parish Church on 6th February 2018
 - 3rd Event was held in Balerno at St Joseph's Hall on 30th April 2018
- We then held a fourth event on 31st October 2018 to give feedback to the communities on the progress of our work
- The Consultations identified the following areas that require ongoing work:
 - The provision of a dementia information and support hub to provide information about dementia, connect people affected by

dementia to local and city wide services and provide both practical and emotional support

- Supporting community organisations to develop new and ongoing initiatives for people living with dementia, including dementia cafes, dementia friendly exercise classes, carers support and peer support groups.
- Raising community awareness of dementia and educating the community (including local businesses) so they can support people with dementia both practically and socially.
- Ensuring dementia friendly environments e.g. dementia friendly signage.
- Inter-generational work providing education to children in schools and local children's groups and supporting opportunities for young people to engage in activities such as attending local support groups or working together on different projects.
- Offer Informal emotional & social support and develop a Befriending Service to meet the needs of respite, isolation and practical help with things like transport.
- Recruiting, training and supporting a volunteer group to support the activities of DFP.

Example of people with dementia and/or unpaid carers choosing or changing project activities

An Unpaid Carer informing DFP activities

- A carer for his wife who has dementia
- He is a strong advocate for carer's rights.
- This individual read about DFP and the newly appointed development worker in the C&B News article in November 2017 and was keen to get to know more about the project. He enquired about it at Currie Library and staff provided him with development worker's contact details. He got in touch and met with development worker on 22nd November. He felt frustrated because of the lack of support for carers locally and because of the lack of awareness and information available for carers locally.
- He and the development discussed the struggles he faces as a result of caring for someone with dementia, about various support and enabling factors and about what in his opinion would make community more dementia friendly.
- Having one to one conversations with someone is a lot easier for people to open up and express their struggles and worries. Although community consultations is a great way of getting to know your community better, to get to know the real struggles, more one to one conversations should be arranged with people living with dementia and unpaid carers.
- From the initial meeting onwards this individual and development worker met regularly and established great rapport.

- The support that this individual received from DFP led to many positive outcomes and changes to DFP activities:
 - He advocated for carers rights and gave a talk at the DFP Reception at the Scottish Parliament
 - He developed and delivered Carers Walking Group in Currie
 - He joined DFP as a consultant and has attended DFP meetings and networking events
 - He is now a crucial part of DFP Charity as an advisor to the team of Trustees

Outcome: Through dementia friendly Pentlands, people with dementia and unpaid carers experience increased support

- e.g. Quotes from people with dementia and unpaid carers who feel supported by staff members, volunteers and others with dementia/unpaid carers
- e.g. Promotional materials such as activity flyers, project information leaflets or project newsletters
- e.g. Links to social media posts which promote your project's activities
- e.g. Pictures and/or videos of people with dementia and/or unpaid carers benefiting from the support of the dementia friendly community
- e.g. Case studies demonstrating the difference the project has made to individuals living with dementia
- e.g. Case studies demonstrating the difference the project has made to individual unpaid carers

Please describe your evidence below and provide any attachments as described above (Text boxes expand)

Case study demonstrating the difference the project has made to individuals living with dementia

Quote from a person with dementia after attending LCT dementia conference in Perth

- "Coming out of LCT Perth Conference made me realise how much support you need from bigger organisations that hold all the power. Support has to be out there in the community. When I meet people and groups with dementia that I sing to, they come up and identify themselves to me and we talk about our lives and how we're doing. But they don't go up and talk to someone who doesn't have

dementia, because they fear they might not be understood, so they become withdrawn. You guys are fantastic and I realise now that the hospital is the baseline to get the diagnosis, to be identified as a person with dementia. But it then goes back to the community and you guys are the foot soldiers, you're the front line. Because without you, there would be nothing. It always comes back to the community. Back in the day when I was a kid, families and neighbours used to look after their vulnerable older adults, it was just how it was, that is gone now. It was left up to the NHS to pick up the pieces, but they can't cope with the strain either. Then here you guys are and you're doing a brilliant job, it's fantastic, but you need more support. You have a lot to offer for people living with dementia, you keep us going. You are the vehicle, but you need support that will help you make the foundation solid, you need support to cement it and grow from there. Without you guys and other charity organisations like DFP, I don't know where we would be. It's about turning the negative into the positive, this is now my lifestyle. And you guys are doing it as well, you are turning this huge negative into a positive and you are trying to do it all on your own and I know how difficult that is, without the support and honesty. That conference was so honest, I've never been to anything so honest before in my life."

Quote from a person with dementia about the support they have received from DFP throughout the past year

- "For me, there has been a great deal of outlets, opportunities to get out of the house, meet new people. DFP also allowed me to do my bit, to do the things that are important to me, you have educated me, informed and helped me make plans for the future. DFP helped me go further. Petra's (development worker) assistance in particular, the connection between the two of us, enabled me to take what I have done with DFP and take it further. It opened so many doors for me, it's fantastic. Because I couldn't open up for the past three years, about my struggles, and now it has given me a new meaning. And it is all happening here in the community, not through government, not through National Health Service, but it is all happening here, because of you guys and the work that you have done in the community."

Case study demonstrating the difference the project has made to individual unpaid carers

Carers Peer Support Group – Pilot

- **The Idea:**
 - The initiative for a 'Carers Peer Support Group' came out of our 1st Community Conversations, where the need for more support for carers locally was highlighted

- **The Development:**

- We decided to trial it as part of PALM Café, a monthly social gathering for people living with dementia and their carers
- It gives carers reassurance that their loved ones are in a safe environment, surrounded with capable volunteers
- In case the person living with dementia gets distressed, their carer is just a few steps away
- The idea was introduced to volunteers at the planning meeting
- A volunteer was assigned to inform carers, when they arrived, of this new initiative and to give them a choice of whether they would prefer to take part in the planned activities or whether they would like to join the 'Carers Peer Support Group'
- A volunteer was assigned to co-facilitate the group with the development worker

- **The Logistics:**

- The group consisted of two unpaid carers, one professional carer, a volunteer and a development worker
- The group met in the corner of the café halfway through the running order (after the main activity of the day)
- The volunteer and the development worker encouraged discussions by posing open-ended questions such as 'What is most important to you?', 'What are the biggest struggles for you?', 'What would help you?'

- **The Outcome:**

- Both carers opened up and shared their stories
- They bounced off each other – when one would share her struggles, the other one would validate her experience and share her own similar experiences – it helped them realise they are not alone – the sense of common humanity (realisation that others share your struggles) is proven to be a powerful source of resilience
- When one carer shared her worries about how her partner would react if a care package was to be put in place, the professional carer shared her experience of overcoming these struggles and offered some advice on the matter
- When asked what would help them most, they both agreed that being listened to and having your emotions validated is the most important thing and that having discussions in a group of like-minded people who are all in a similar situation is very important and beneficial to them
- Both carers agreed that having a 'Carers Peer Support Group' is very beneficial and they both expressed a desire to see the support group rolled out as a permanent part of the café
- The only negative side was the lack of privacy – the group was held in the corner of the same big space where the rest of the café

members and volunteers were taking part in various activities

- The noise from the activities was a particular barrier for one of the carers with a significant hearing impairment, so it was very hard for her to follow conversations and to hear what others were saying
- Feedback about the location resulted in Carers Peer Support Group being moved to a separate room
- Carers Peer Support Group now established and takes place every 2nd PALM gathering and is facilitated by two trained volunteers

Quote from an unpaid carer about the difference DFP has made to her and her mother who has dementia:

- "For me, it has enabled me to spend quality time with my mum. You've provided a space for here where she can have fun and it has brought her completely out of her shell. The first time she attended Tuesday's Tea and Tunes café, she got everyone up to dance and I've never before seen my mum like that, it was just wonderful. It has done wonders for her, it really has. And the break for my dad is good, because he is still finding it difficult to accept help, so this gives him a much needed rest. And he really needs it, because he is with her 24/7 and it is just so hard. Coming to DFP activities has been absolutely brilliant, it brought her out of her shell and she just laughs all the time. When she gets here she always goes 'This is the good place! I like this one!' It really has done wonders for her and I'm so glad we found this and that we can bring her here."

Outcome: Dementia Friendly Pentlands enables people with dementia and unpaid carers to do the things that matter to them

e.g. Case studies demonstrating the difference the project has made to individuals living with dementia

e.g. Case studies demonstrating the difference the project has made to individual unpaid carers

Please describe your evidence below and provide any attachments as described above (Text boxes expand)

Case studies demonstrating the difference the project has made to individuals living with dementia

A person living with dementia, delivering a performance at a dementia café gathering

- This individual has been actively engaging and informing DFP activities since he was first introduced to DFP in March 2018.
- He had experience of performing in front of groups of people living with dementia and other community members and was keen to

perform at the two dementia cafes. With continuous support from the development worker, this individual performed singing at multiple dementia café gatherings and dementia friendly exercise classes.

- This individual's traditional family job was chimney sweeping, and this history forms a big part of his persona. With support from volunteers, he delivered a 'Chimney Sweep' talk at PALM gathering in Balerno and captivated the audience with his engaging approach.
- DFP enabled this person to contribute to the delivery and development of a dementia café gathering in a meaningful way.

Quote from this individual

- "I was surprised by the lovely production you (DFP) put on before me, spot on. It opened up my entrance and the whole afternoon fell into place, you made things work. Listening to my feedback and getting the café members to sit so they were facing me was very helpful, it gave me wider contact with them. By being able to present the Chimney Talk at PALM gathering I learned a lot and I will apply it to my future presentations. After the talk at PALM I met with a friend of mine who I have been doing 'sing-alongs' with in the past and I told him about what I have been doing with DFP (singing and performing at PALM and TTT) and as a direct result of my collaboration with DFP, he and I are in the process of forming a double act and will be performing in hospitals. Thank you, you've made two old men come together to share our experience in a meaningful way."

Case study demonstrating the difference the project has made to individual unpaid carers

Carers walking group

- An unpaid carer
- Development worker established a great rapport with this individual and kept regular contact with him throughout the entire development year. At one of the meetings, he expressed a desire to start his own befriending group for carers and together with development worker they discussed how DFP can support his vision.

- He has been a Rambler for the majority of his life. He finds the physical exercise very important and beneficial to his wellbeing. As part of the support he currently receives, he meets with a befriender once a week. He expressed that the relationship he has with his befriender is very important and is a great social and emotional support. One of the outcomes of DFP Consultation process was the need for more support for carers locally. He felt that he can contribute to this by starting his own peer support group. Together with the development worker they discussed different options and he decided to combine his passion for walking with his desire to support other carers in the community and start a Carers Walking Group. DFP supported him by creating a poster and leaflets for his Walking Group and by advertising the new group online on DFP website, locally through distributing posters and leaflets and in C&B News by writing a short piece that was featured on the monthly 'What's On' page. Development Worker met with him regularly to make sure everything was done the way he envisioned it and by offering advice and information if needed. The first Carers walking group was held on Wednesday 21st March 2018.
- DFP enabled this individual to start a befriending/ peer support group that he feels passionate about. By doing so he was creating more support for carers locally and was also doing something meaningful to him.
- After approximately 6 months of running Carers Walking Group, due to low attendance, he decided to join up with an already existing walking group and is still delivering walking groups.

Case study demonstrating the difference the project has made to individuals living with dementia and unpaid carers

A daughter and her mother who lives with dementia

- The daughter and her mother were first introduced to DFP when the daughter saw a poster about the DFP hosting Dementia Awareness Week events in the Pentlands Area. Together they attended the Tea Dance event held in Currie and reported that they really enjoyed it. Daughter reported a positive difference in her mother's mood that lasted for days after the event itself. Since the initial meeting, they have attended every Tuesday's Tea and Tunes gathering in Currie.
- Daughter attended DFP Drop-in Session at Currie Library where we discussed carer support and activities for carers locally as she was

concerned about her father. We discussed different strategies of how to encourage father to attend carer support groups.

- Father started attending PALM gatherings in Balerno with his wife and also attended Carers Peer Support Group, where he had a chance to share his experience of being a Carer in a safe and supportive environment.

Outcome: Local businesses are being trained and are becoming dementia friendly

e.g. Examples of how this is happening

Please describe your evidence below and provide any attachments as described above (Text boxes expand)

Dementia Friendly Pentlands Business Scheme

- DFP believes that businesses play a key role in creating dementia friendly communities. By developing an understanding of the illness, businesses can make a huge difference to people living with dementia and their quality of life.
- In January 2018 DFP introduced a new scheme to support local businesses and groups to become more dementia friendly. It was adapted from a Dementia Business model by Alzheimer's Australia and Dementia Communities model by Alzheimer's Scotland. It was designed as a pledge scheme that supports organisations to learn about and implement small changes to become more dementia friendly.
- Initially, development worker approached local businesses that have in the past worked with DFP and have been highlighted as already being dementia friendly. In the early stages the focus is on recognising the good work that businesses are already doing and encouraging other businesses to follow in their footsteps.
- For the individual business we encourage them to make small changes to the provision of service, whether that is making sure the environment is dementia friendly or making sure the staff are equipped with the knowledge necessary to support a person living with dementia to access their shop/business/service. The development worker also offers dementia awareness training, which has been adapted from the NHS Education programme called Promoting Excellence in Dementia Care. Development worker has also liaised with Alzheimer Scotland, Social Workers and other healthcare professionals, and especially people living with dementia to help better inform the delivery of the project.

- In the bigger picture, what DFP are hoping to achieve is for people living with dementia to be able to access local cafes, shops, pharmacies and other businesses as places where they know they will be understood and not judged. DFP also provides stickers with a symbol that denotes that the business is dementia friendly, and DFP hope that the symbol will be recognised by people with dementia as a safe space for them to go to. DFP hope it will encourage people living with dementia to continue doing the things they find meaningful, like going for a cup of coffee, without the worry of getting confused or distraught, because they will know that people there will have the knowledge and understanding necessary to support them.
- 1st pilot of DFP Business Scheme was implemented in Juniper Green with a local business 'Molly's Deli' joining the scheme and pledging to become dementia friendly. At 1st Community Consultations in Currie, Molly's Deli has been identified as a prime example of a dementia friendly business due to owner's efforts to travel the extra mile to make changes to their services, to better meet the needs of people living with dementia.

Interview with Ray, owner of Molly's Deli:

- **Can you tell me in your own words what you think makes a community dementia friendly?**
 - Understanding your community. Being friendly and patient with the person living with dementia is probably the best thing you can be. Just try and help them out. I have a few customers for whom I have their relation's numbers, so if I see that they are in distress I will try and help to the best of my abilities and also give their relatives a call. That way their relatives, who might be living on the other side of the city, are reassured and know that their loved ones are looked after.
- **What kind of things do you do to make Molly's a place where the person living with dementia feels he/she is supported and always a valued customer?**
 - It's all to do with understanding and being friendly, there is not much else to it. What comes with it is being patient, allowing them their time to look at things and not rushing them. Also, trying to understand what the person is actually looking for, what they want and offer them suggestions. For example if a person is looking to buy something for their dinner and are not entirely sure, I've gotten to know them and am able to suggest the things I think they might enjoy. There is a lady who comes in and asks for a piece of meat every time and we do sell hams, sausages and bacon, but we don't really sell meat as such. So, I try and help her out with that, give her different options and allow her time to decide what she wants.
- **You always treat people living with dementia with understanding, dignity and respect. To some that comes naturally, others**

learn this through own personal experiences. How did you learn about dementia?

- Through my mom. My mom was in a care home for six years and she had dementia. And just by visiting her every weekend and some evenings I learnt a lot. I know that dementia affects every individual in their own unique way. My mom was very insecure, but her friends in the care home were affected differently, some were withdrawn and wouldn't speak to anybody, some were really friendly but asked questions that didn't really make sense. So just by visiting my mom and interacting with her and her friends in the care home, talking to them, playing dominos with them, doing the things they enjoy doing, I learnt that what matters the most is to be friendly with them and treat them with respect.
- **What do you think makes it hard for people living with dementia to access local community life?**
 - I think that probably fear is the biggest factor. They might be frightened to come out in case they get confused or they're afraid of embarrassing themselves. So we have to make sure we make them feel comfortable, that we are friendly, understanding and open, and that we try to get to know them. So, instead of treating them like just another customer, try to build a relationship with them, get to know them and by doing so they will come back, they will trust you. They will begin to grow confidence in themselves and their community.

Business that have expressed interest in joining the DFP Business Scheme:

- Molly's Deli
- Porteous Funeral Directors
- Lindsay and Gilmour Pharmacy in Currie and in Juniper Green
- Balerno Pharmacy
- The Mill Café in Balerno
- The Corner Café in Currie

Outcome: A 'dementia hub' has been created and is bringing benefit to people with dementia and unpaid carers

e.g. Description of how the hub was created

e.g. Examples of how people are benefiting

Please describe your evidence below and provide any attachments as described above (Text boxes expand)

Dementia friendly Pentlands Currie Library Drop in Sessions (Hub)

- Our consultation process informed us that many people who are diagnosed with dementia or who are caring for someone with the diagnosis, feel poorly supported in the local communities.
- DFP hopes to fill this gap by offering information, advice and a listening ear at a local access point on a monthly basis
- Over the summer DFP trialled Drop-in Sessions at Currie Library on the 2nd and 4th Saturday of each month from 10.30am to 2.30pm. The Drop-in Sessions were run by Petra Lipnik, DFP Development Worker. They provided an opportunity for anyone who wanted to learn more about dementia and support available locally to come along and have a chat. Development Worker was there to answer questions, offer signposting to local services and most importantly offer a listening ear in a safe and supportive environment.
- Planned outcomes of these sessions were increased social and emotional support for people living with dementia and their carers, information and signposting and a development of an additional social outlet for people living with dementia and their carers to help them continue to engage with their community.
- Logistics:
 - DFP Drop-In sessions were widely publicised in C&B News, in local Church Newsletters, with posters in all local shops and business in the three villages of Juniper Green, Currie and Balerno, online posts on DFP website and social media sites.
 - The community room in the Currie Library was used as the venue, as it provided some privacy to discuss matters of a sensitive nature. We provided leaflets and information material on dementia and local support. There were also refreshments available.
 - When there were no attendees, the development worker would man a stall in the main part of the library to talk to community members who were visiting the library and were unaware of the Drop-In Sessions.
- Due to the success of the initial trial of the sessions, DFP Drop-In Sessions will be rolled out as a long-term project beginning in January

of 2019 and will run on a monthly basis run by volunteers.

Examples of how people were benefiting from summer trial of drop-in sessions:

1st Drop-in Session 14/07/2018 10.30am – 2.30pm

- An interested community member – ½ hour
 - Had a chat about different activities happening in the community
 - An existing member of PALM
 - Gave out information about TTT, is interested and might attend next gathering
- A carer for a mother with dementia – 1 ½ hours
 - Discussed carer support
 - Provided leaflets for father who is an unpaid carer for his wife
 - Discussed different strategies of how to encourage father to attend carer support groups
 - Discussed support available in the community for mother
 - A regular member of TTT
- A family member of a person with dementia
 - Came along with mother Kerry
 - Development worker provided listening support and information about dementia
- A person with dementia – 2 hours
 - Chatted with other attendees
 - Offered information and advice as a person with lived experience
 - Discussed DFP activities and offered invaluable feedback that informed DFP activities such as Dementia Cafes

• 2nd Drop-in Session 14/07/2018 10.30am – 2.30pm

- A person with dementia – 1 ½ hours
 - Client offered suggestions regarding how we could better support people living with dementia:
 - Check-list for home to make it dementia friendly
 - Look into the possibility of someone (a befriender, a volunteer) to visit an isolated individual with dementia and to accompany them to the activity
 - Create a newsletter for our members
- A carer for his wife who has dementia – 1 hour
 - Discussed carers allowance
 - Discussed social work and paid carers
 - Discussed dementia friendly environments and dementia friendly homes
- A carer for his mother who has dementia – 1 hour
 - Discussed nursing homes and policies
 - Discussed carers rights
 - Discussed power of attorney
 - Discussed post diagnostic support
- People development worker spoke with in the library briefly and handed out DFP leaflets:
 - Interested community member: 1 + 1 + 1
- **3rd Drop-in Session 04/08/2018 10.30am – 2.30pm**
 - A person with dementia – 1 ½ hour
 - Points made at our discussion:
 - DFP management meetings are too much, would prefer to continue having input on 1:1 basis and do the ground work, meetings too stressful and have a negative impact on him

- Suggestions for café gatherings:
 - More structure – clearly defined agenda and café members should be told what is happening as it can get overwhelming
 - Volunteers should not be as rushed and serious as they are, should relax and focus more on café members, making them feel comfortable, sit down with them and have a chat
 - The person leading the café and having the microphone should be careful not to only involve carers but also people with diagnosis, give them time, and allow for some flexibility instead of rushing things and making it confusing for café members
 - He is finding himself sometime zoning out at café gatherings, when there is not enough engagement, wonders how people in the later stages of dementia are taking it
 - People development worker spoke with in the library briefly and handed out DFP leaflets:
 - Interested community member: 1 + 1 + 1 + 1
- **4th Drop in Session 18/08/2018 10.30am – 2.30pm**
 - A person with dementia – 1 ½ hour
 - Points made at our discussion:
 - Constructive criticism of DFP and our gatherings
 - Provided written feedback for us to look through at our next DFP meeting
 - Prefers to provide feedback in 1:1 sessions
 - Known to DFP, frequent member of dementia cafes
 - A married couple, worried about their memory – 1 hour
 - Points made at our discussion:

- Memory problems vs dementia
- Wanted to learn more about dementia
- Discussed diagnosis process
- Post diagnostic support
- Driving with diagnosis of dementia
- Support available locally
- Reported that they feel more informed after attending the Drop-In session and agreed to make an appointment with their local GP surgery to get a memory assessment
- Found out about our drop-in sessions from church newsletter
- A daughter of a father who was recently diagnosed with Alzheimer's – ½ hour
 - Points made at our discussion:
 - Wanted to learn more about dementia
 - Post diagnostic support
 - Named worker for father
 - Support for mother who is a carer
 - A need for a befriender
 - From Juniper Green, parents live in Stirling
 - Saw a poster in the library and came to speak to me specifically
- People development worker spoke with in the library briefly and handed out DFP leaflets:
 - Interested community member: 1 + 1 + 1

4.3 Outcomes for your organisation and community

Outcome: You are building a stronger organisation/partnership in order to better meet the needs and aspirations of people living with dementia and unpaid carers

e.g. Evidence that your organisation/partnership is achieving better outcomes for people with dementia and unpaid carers than previously.
e.g. Evidence that your organisation/partnership is more confident and authoritative in relation to dementia and the reasons why this is the case.

Please provide your evidence below (Text boxes expand)

Evidence that your organisation/partnership is achieving better outcomes for people with dementia and unpaid carers than previously

Edinburgh Leisure Partnership

- Edinburgh Leisure received funding for a 3-year development project 'Movement for Memories'. Edinburgh Leisure aims to support people with dementia to take part in a range of physical activities. DFP Development worker got in touch with Sam Scott, to explore the possibility for dementia friendly exercises to be delivered locally in the Pentlands area as our consultation process clearly identified a need for more dementia friendly exercise activity groups locally. We were able to demonstrate to Edinburgh Leisure the need for their project to be delivered in the Pentlands area.
- Currie Community Council, together with DFP, entered a partnership with Edinburgh Leisure and started to offer an outreach service providing free tailored physical activity sessions for people living with dementia. Delivered in partnership, activities are based on the needs of the group and take place in a community venue in Currie. Activities are chosen by participants and run on every 1st and 3rd Monday of the month.
- In addition to the outreach service in Currie, Edinburgh Leisure Active Communities team also delivers a variety of 'taster' exercise sessions at the local dementia cafes - PALM in Balerno and Tuesday's Tea and Tunes in Currie.

Partnership with local churches

- **Balerno Parish Church**
 - Delivers PALM gatherings on their premises

- Offers regular dementia friendly services
- Fundraising for DFP
- Contributions in kind to DFP
- **Juniper Green Parish Church**
 - Supported DFP by providing venue for DFP events such as Network Group gathering, Consultation events, etc.
 - Fundraising for DFP
 - Contributions in kind to DFP
- **Currie Kirk**
 - Attending DFP network events
 - Fundraising for local dementia café Tuesday's Tea and Tunes
 - Contribution in kind to DFP

Partnership with local primary and high schools

- DFP has established a good relationship with local primary and high schools
- The aim is to connect young people with DFP, a charity serving their local communities. The outcome for the young people is that they feel more connected to their communities, have better understanding of dementia, are more aware of the local social outlets and activities for people living with dementia and they also have the opportunity to further develop their life skills.
- Projects:
 - The development and presentation of education initiatives and supporting inter-generational work within local Primary and High schools
 - **Nether Currie Primary School**
 - 2nd WW Project with PALM
 - Burns Supper Project with PALM
 - Dementia Awareness Workshop with P7
 - Regular visits to Tuesday's Tea and Tunes

▪ **Currie High School**

- Volunteer at Tuesday's Tea and tunes
- Attended DFP Network events
- Youth Philanthropic Initiative – 5 meetings with 3 groups of high school pupils (13 people) led to DFP winning award of £3,000 in December 2018.

▪ **Dean Park Primary School**

- Had initial meeting with deputy head teacher, Brian Speedie and discussed the opportunities for their pupils to link in with local dementia groups
- Provided teaching resources and learning materials for the teachers and discussed the possibility of dementia awareness workshops being incorporated into their school's curriculum

▪ **Scouts**

- Dementia Awareness Workshop with Balerno Beavers
- Visits to PALM café

Evidence that your organisation/partnership is more confident and authoritative in relation to dementia and the reasons why this is the case

Loops Event

- In September 2018, DFP development worker was invited to present the findings of the DFP Consultation Evaluation at the LOOPs Network Meeting for South West Locality
- The event was well attended by a variety of elected officials, healthcare professionals, local service providers, charities etc.
- The development worker presented the findings to this wider audience and received positive feedback.
- The findings from DFP Consultation Evaluation have been fed into South West Edinburgh Locality Improvement Action Plan.

Pentlands Cluster Meeting

- In June 2018, DFP development worker was invited to attend Pentlands Cluster Meeting to present the work of DFP to a wider group of healthcare professionals and local GPs.
- The event presented an opportunity to raise awareness of DFP and the support available locally among local healthcare professionals
- As a direct result of the Pentlands Cluster meeting, DFP have been contacted by various healthcare professionals to discuss potential partnership working.

Charity Status

- In May 2018 DFP Application to OSCAR was successful and DFP have an entry in the Scottish Charity Register.
- Response from the public:
 - Karen Thom, Strategic Planning and Commissioning Officer:
"That is good news and reflective of the hard work from you all in the continued development of Dementia Friendly Pentlands."
 - Ricky Henderson, City of Edinburgh Councillor:
"Congratulations and well done on successfully achieving charitable status for DFP. This is a significant achievement and a major step forward. Credit should go to you and the DFP team for all the hard work that you do."
 - Marion Milne, Volunteer Edinburgh Director of Service:
"It is great news indeed that DFP has become an independent registered charity - a testament to everyone's hard work and tenacity. A great achievement!"

Trustee Recruitment

- In October 2018, DFP welcomed three new members to the board of Trustees

- Future planning: Establishing a firm foundation that is going to enable DFP to continue to grow

Outcome: Your project is building its capacity and that of the wider community to better respond to the needs and aspirations of people with dementia and unpaid carers

- e.g. Examples of training and/or advice provided to other organisations that makes them more confident in responding to the needs of people with dementia and unpaid carers
- e.g. Cases studies of community activity that brings together the DFC and the wider community – and what opportunities this has provided.
- e.g. Case studies of volunteer experiences and how these have made them more confident in working with people with dementia and unpaid carers

Please provide your evidence below (Text boxes expand)

Examples of training and/or advice provided to other organisations that makes them more confident in responding to the needs of people with dementia and unpaid carers

DFP Business Scheme

- Every business that expressed an interest in joining DFP Business Scheme received an information package that consists of educational materials on dementia, how to communicate with people living with dementia, as well as a dementia business toolkit and an environmental checklist. As part of DFP Business Scheme, development worker also offered dementia awareness training, which has been adapted from the NHS Education programme called Promoting Excellence in Dementia Care. Development worker has also liaised with Alzheimer Scotland, Social Workers and other healthcare professionals, and especially people living with dementia to help better inform the delivery of the project.
- DFP hopes that by providing this information, advice and support; we are enabling local businesses and organisations to become more confident in responding to the needs of people living with dementia and unpaid carers.
- Businesses that received information and advice:

- Molly's Deli in Juniper Green
- Porteous Funeral Directors
- Lindsay and Gilmour Pharmacy in Currie and in Juniper Green
- Balerno Pharmacy
- The Mill Café in Balerno

Porteous Funeral Directors Partnership

- Porteous is a local business that has been supporting DFP from the beginning of the development year by offering their office space as a venue to hold DFP meetings, by attending DFP network events and by offering their venue for DFP events such as Trustee recruitment.
- Porteous is also in the process of joining DFP Business Scheme and will be offered dementia awareness training for staff

Case study of community activity that brings together the DFC and the wider community – and what opportunities this has provided

Dementia Awareness Week

For the 2nd year in a row, DFP hosted Alzheimer's Scotland Dementia Awareness Week in the Pentlands Area.

In the week from 4th to 10th of June DFP held 7 events in all three villages in the Pentlands area.

- Balerno Parish Church held a dementia friendly communion service.

"Dementia Friendly Service of Communion"

Sunday June 3rd 2.30pm – 4pm

Balerno Parish Church

- People from Juniper Green and Baberton, Currie and Balerno, who wanted more information on Dementia and Dementia Friendly Pentlands; or had any questions regarding support available locally, had an opportunity to drop into Currie Library where a member from Dementia Friendly Pentlands was accompanied by an Occupational Therapist Stephanie Lumsden.

"Drop in Time"

Monday June 4th 1pm – 4pm

Currie Library

- Currie Community Council held a Tea Dance at Gibson Craig. They had a live band so people living with dementia, unpaid carers and other members of the community had an opportunity to enjoy some dancing.

"Tea Dance"

Tuesday June 5th 2pm – 4pm

Gibson Craig Hall, Currie

- Dementia Friendly screening of BBC's film "Scotland's Big Night Out". The film carried the audience 'down memory lane', so everyone got a chance to recall memories of going dancing.. Members got a chance to share those memories with each other and recapture the positive emotions that dancing evoked.

"Scotland's Big Night Out" Film

Wednesday June 6th 6.30pm – 8pm

St Joseph's Hall, Balerno

- In this creative workshop, people living with dementia, unpaid carers and other community members explored how creativity of all kinds can help communication and expression flow more freely – perhaps through colour, music, rhythm, poetry, stories or simply looking at everyday items in new ways. There was also space to create in a range of ways and to share experiences, questions and reflections. Ideas and tips were available to take away, along with any creativity created on the day. The course was facilitated by Dr Martha Pollard, Dementia Befriending & Carer Support Programmes Manager from Eric Liddell Centre.

"Creativity, Interaction and Dementia" Course

Thursday June 7th 2pm – 4pm

Juniper Green Parish Church Hall

- An opportunity to meet the Dementia Friendly Pentlands team at the Farmers Market in Balerno. Community members were encouraged to stop at DFP stall if they needed some advice or information on dementia or simply for a chat. We were also able to talk to community members who were interested in the work we do and wanted to get involved.

"Meet the DFP Team"

Saturday June 9th 9.30am – 1pm

Farmers Market, Balerno

- Development worker attended Juniper Green Parish Church monthly gathering and was available to talk to community members and members of the church who wanted to learn more about dementia and the support available locally.

"Coffee Morning"

Saturday June 9th 10am – 12noon

Juniper Green Parish Church Hall

Case study of volunteer experiences and how these have made them more confident in working with people with dementia and unpaid carers

Tuesday's Tea and Tunes volunteer training

- The training course provided the baseline knowledge and skills required to inform volunteers how to respond in practical situations and circumstances when interacting with people living with dementia.
- Recognition of the impact of dementia, person-centred support, communication, risk enablement, responding to distress and support for people living with dementia to maintain their quality of life throughout their journey.
- In-house training was delivered at a volunteer's home and all five TTT volunteers were present. The volunteers reported feeling more confident to interact with people living with dementia and believe they increased their understanding of the condition and the needs of people living with dementia.

Quote from Tuesday's Tea and Tunes Volunteer about the training:

- "I really enjoyed the volunteer training. It was a nice small group and Petra (development worker) made it very interactive so we could all give our opinions. It made us realise that there are so many things we don't think about, things that we take for granted when it

comes to communicating with people with dementia. It made us stop and think and made us more aware of how people with dementia are processing information and how we can improve our interactions with them and this can be applied to all our interactions with people with any kind of disability. It reminded us that we always have to try and put ourselves in their shoes and think how we would like people to interact with us. I found it very helpful and Petra (development worker), she was very helpful, we could ask her anything, she didn't make us feel silly asking her questions and we were able to have nice conversations. We went away feeling like we have learned something, like we improved ourselves and it made us more confident in our future interactions with our café members. And we get to practice all the skills we were taught at our café each month and I feel like we are constantly improving."

Outcome: You have informed wider public awareness and policy in relation to dementia and unpaid carers and are seeing a positive response as a result

- e.g. Examples of engagement with elected members and other key stakeholders to raise awareness about the DFC and dementia more generally
- e.g. Examples of how raising awareness at networking events and conferences has led to a response from the public – either quotes from individuals or other activities
- e.g. Links to your social media posts which raise the general public's awareness of dementia

Please provide your evidence below (Text boxes expand)

Example of engagement with elected members and other key stakeholders to raise awareness about the DFC and dementia more generally

Scottish Parliament Event

- On Wednesday 17 January 2018, Dementia Friendly Pentlands held a reception at the Scottish Parliament to highlight the work of DFP and raise awareness of issues faced by people living with dementia and their Carers. Over 50 people joined the event, including MSPs, healthcare professionals, volunteers, people living with dementia and their Carers.
The event was opened by our host Gordon Lindhurst, MSP for Lothian; followed by Kay Latimer, DFP Chair, who emphasised the value of

a community's response to the need to help people sustain their social contacts and activities. Petra Lipnik, DFP Development Worker, followed the topic of social inclusion and called out for a shift in the dementia discourse from a disease model to a human-rights based and strengths-focused approach. Allister McKillop, DFP board member and Currie Community Council chair, spoke of various DFP projects and initiatives and how he was keen for these to go further. The event was also an opportunity to hear emotional stories of carers on the impact dementia had on their lives. Myrna Lindsay, a carer for her husband John, shared how isolating the diagnosis can be: "After the diagnosis, it was as if we had vanished. No further contact with anyone". And KG, a carer for his wife, reminded us "I'm still a person!" and highlighted the need for more carers support.

The evening was closed by Richard Henderson, Balerno Community Council chair. He summarised: "We, as a society are challenged now to change the way we see, think and talk about dementia; we are invited to recognise a person rather than a condition. That is the keystone of change."

- As a result of the DFP Reception and the established rapport with Gordon Lindhurst, he raised a Motion in the Scottish Parliament to recognise Dementia Awareness Week 2018 and the good work of Dementia Friendly Pentlands

Examples of how raising awareness at networking events and conferences has led to a response from the public – either quotes from individuals or other activities

A couple attending dementia awareness week activities 2018

- S. and B. first came into contact with DFP during the Dementia Awareness Week 2018, when they attended the 1st event of the week, which was the Information Drop-In Session at Currie Library on Monday June 4th 2018, which was co-facilitated by Occupational Therapist Stephanie Lumsden. S. was concerned about her husband's increasing memory problems and personality change. They received information and advice from OT and were encouraged to seek assessment and advice from their family GP. They were also informed of the support available locally and encouraged to attend other DFP groups and activities.
- DFP Chair Kay Latimer and development worker visited the couple in their own home for an initial meeting and introduction to DFP, where they also met their daughter. The couple received information and advice on topics that were confusing them regarding diagnosis process and were reassured and offered emotional as well as social support.

- Since the initial meeting S. and B. have attended every DAW event hosted by DFP in the three villages and established relationships with DFP members and other people living with dementia and their Carers in the community. They are also regular attendees at the two dementia cafes as well as Edinburgh Leisure dementia friendly exercise classes in Currie. They also attended consultation events and fed back their own experiences of DFP activities and highlighted some of the struggles they still experience.
- S. reported that meeting DFP team during Dementia Awareness Week was 'an enormous help in a difficult and confusing time' and has opened many doors to them.

Attachments - Uploaded as data folders with the following titles:

Schematic Diagram of DFP
Dementia Training PowerPoint
Community Consultations
Currie and Balerno News Articles
DFP Business Scheme
Leaflets, Posters, Logos, Banners
Parliamentary Event
Photos

DFP new and up-to-date website and social media platform links including blog:

Part 5 – Looking ahead (Complete every six months)

5.1	How prepared are you for continued delivery and reporting?
Use this traffic light system to help us get a sense of how well prepared you think you are for the challenges ahead. Please be open about sharing any concerns with us. We are more likely to be able to help and support your project to be successful if you let us know about any problems early on.	
Tick and complete as relevant:	
<input type="checkbox"/>	Everything is on track and I don't expect any problems.
<input checked="" type="checkbox"/>	A problem may arise but I am confident we can handle it.
	Please explain what might the problem(s) be:
<input type="checkbox"/>	A problem is likely to arise that could seriously affect your project.
	Please explain what is/are the problem(s):

5.2	If you ticked amber or red, how do you think this/these problem/s might affect your project?
If you ticked Green, proceed to 5.4. Tick box/es as relevant:	
<input type="checkbox"/>	Our ability to deliver the planned initiative activities and outputs will be affected.
<input type="checkbox"/>	Our ability to control costs will be affected.
<input type="checkbox"/>	Our ability to get or retain the staff, volunteers or other resources we need for the initiative will be affected.
<input type="checkbox"/>	Our ability to create and sustain the partnerships or networks we need for the initiative will be affected.
<input type="checkbox"/>	We may be unable to achieve our project outcomes.
<input type="checkbox"/>	Our organisation's ability to remain financially healthy will be affected.
<input type="checkbox"/>	We need to change the organisation's legal status or governance structure.
<input type="checkbox"/>	Other
	Please specify:
5.3	If you ticked Amber or Red, please explain how you are planning to manage any problems and if there are any ways you think we may be able to help.
Text boxes expand.	
5.4	If you'd like to give more information on anything that you've rated as Amber or Red, OR there's anything else you think we should know about, please give more details here.
Text boxes expand. If you have nothing you want to note here, please say NONE.	
<ul style="list-style-type: none"> • Firm foundations have now been laid across all three communities • New trustees recruited enhancing the work of the board • Hand over / succession planning in place aimed at steady management and growth • Short Term Plans – Befriending Service, volunteer recruitment, ongoing funding, community consultations. • Long Term Plans – Growth mind-set towards new partnerships and initiatives 	

in a sustainable way that matches the needs of the community.

Part 6 – Declaration (Complete every six months)

6.1 Tick the box below to confirm that:

- The information in this report is accurate and true, and has been approved by the governing body of your organisation.
- If your project is a partnership, the information in this report has been agreed by the partners.
- The Life Changes Trust Award monies have been used exclusively for the project described in your original application, together with any changes you have agreed with us since then.
- No Life Changes Trust Award monies have replaced statutory funding or used to pay for anything which councils, health boards or other statutory bodies have a duty to fund.
- There have been no significant changes to your project, its partnership (if applicable) or the governance of your organisation apart from any you have told us about and we've agreed to in writing.
- You have told us about all other sources of funding for your project and you have not received any duplicate funding for the activities, services or facilities the Life Changes Trust is paying for.
- You have sought to achieve value for money for your project by securing goods and services at reasonable prices.
- Your organisation keeps full and proper accounts and records, including invoices and receipts, which show how the money from the Life Changes Trust has been used.
- Your organisation has an Adult Support and Protection policy and a policy on the Protection of Vulnerable Groups (PVG); these policies are carried out and regularly reviewed to ensure they adhere to current legislation and regulations.
- Your organisation has not disposed of any Life Changes Trust-funded assets without getting permission from us in writing.
- Your organisation is following all current statutory requirements and other laws and regulations relating to the project and its work, including: adherence to public and employers' liability insurance; the national minimum wage; the working time directive; health and safety; and data protection legislation.

☐ **x I agree**

Name of person(s) completing this form

Petra Lipnik, Julie Golding, Kay Latimer

Date of completion	28/01/2019
Number of attachments	1 + documents to 'we transfer'
Please upload your monitoring report and attachments (including your annual accounts and trustee's annual report where applicable) to the Trust's Salesforce system. Thank you	