



Report of : The Director of Adult Social Services

Meeting : Executive Board

Date: 14th January 2009

Subject: Transforming day opportunities for people with Learning Disabilities

Electoral Wards Affected:

All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In
(Details contained in the report)

EXECUTIVE SUMMARY

1. Members of Executive Board will be aware that the Valuing People Now consultation document issued in December 2007 contained strong messages in respect of the need to radically re-think the approach to day support for people with learning disabilities. These messages required a review of the work which was already underway to transform day services in response to the detailed consultation which had taken place .
2. This report sets out how Council provided learning disability day services need to be transformed in the years ahead , building on both the earlier detailed stakeholder consultation which has taken place and the clear direction set by national policy, notably Valuing People Now and Putting People First. The outcomes being sought fully complement the three Adult Social Care priorities in relation to:
 - personalisation,
 - enabling people to live healthy and fulfilling lives,
 - efficiency, effectiveness and quality.
3. The report recognises that the personalisation agenda presents considerable opportunities for improving the lives of people with learning disabilities. Adult Social Care must make its own day service more flexible, personalised and attractive. It must also take a lead in developing with partners a new approach to day support. Person Centred Planning, Direct Payments and Individual Budgets, underpinned by strong advocacy and family carer support, will be key mechanisms for bringing about change

and enabling people with a learning disability to choose the life they want to live including what they want to do during the day.

4. The report highlights that currently the Council invests significant resources in a traditional model of service delivery, largely based on segregated buildings, some of which are in poor condition and others do not support convenient access to local services. It is proposed that a new generation of small, modern building bases is required. The bases will have more central community locations which will facilitate access to local amenities. The report acknowledges that many other Councils have already moved away from services delivered from traditional segregated day centres .
5. The report argues that people with learning disabilities should be able to access mainstream and community facilities in the first instance and therefore only require specialist buildings where there is a specific benefit from doing so. Given that there are significant issues with the suitability and condition of the existing portfolio of day centre buildings the priority will be to develop more personalised support from community / mainstream locations so that resources tied into segregated buildings and services can be made available for re-investment.
6. The actions proposed in the report are not designed to achieve cost savings , but rather to re-invest current resources to offer greater choice and control for people with learning disabilities across the city In the longer term it is envisaged that only 3 of the existing centres will be retained and that there will be a greater mix of service providers offering day opportunities. The latter will require elements of both new and existing services being subject to market testing.
7. The report recognises that whilst a number of positive developments either have already taken place or are being developed, the extent of change achieved so far does not match the aspirations of Valuing People Now, nor that of many stakeholders, including the Leeds learning disability partnership board, who have expressed their views on future support requirements.
8. The report sets out the programme of work which will be undertaken by Adult Social Care to transform its existing day service (now renamed the 'Fulfilling Lives' service) to make it more socially inclusive and personalised, better able to support customers in accessing universal services and taking full advantage of new self directed support arrangements, including Individual Budgets. A service model with five elements is envisaged which will be more flexible and able to provide different types of support in the light of varying levels of need and customer choices. This will include the capacity to support those customers with more complex needs.
9. Change will be delivered through three area plans which will set out how the new service model will be delivered, plans for the new building base in that area and how customers and carers will be fully engaged in the change process. The first of the area plans will focus on the south east of the City. The plan will have as an initial priority making the existing Moorend day centre surplus in 2010 because of particular concerns about the condition of that building.

1.0 Purpose Of This Report

- 1.1 This report describes the national and local expectations in relation to the provision of day support for people with learning disabilities making reference to key national policy drivers such as the personalisation agenda.
- 1.2 The report makes proposals for improving the lives of people with a learning disability through both the transformation of current day services provided by Adult Social Care (now called the Fulfilling Lives service), and increasing the range of support provided by other partners in the City. In addition it explains how the change programme which is needed will be implemented and , what future day support activities will be offered to people with learning disabilities .
- 1.3 The report seeks Executive Board approval for this vision and the proposed way forward.

2.0 Background Information

- 2.1 In December 2007 the government published the 'Putting People First' concordat, (see Appendix A) with its shared vision for the transformation of Adult Social Care for all groups. It emphasised the core value that people with social care needs should have the best possible quality of life and set out key outcomes which need to be achieved to realise this:
 - Living independently and staying healthy.
 - Exercising choice and control.
 - Dignity and participation as equal citizens.
- 2.2 In the same month the 'Valuing People Now' consultation paper was published. This aimed to reinvigorate the agenda set out in the 2002 White Paper 'Valuing People' which was concerned with services for people with a learning disability. The 'Valuing People Now' consultation paper highlighted the limited progress made nationally with the modernisation of services for people with a learning disability in the intervening period. It called for more radical approaches and more rapid change.
- 2.3 Taken together these papers put a significant emphasis on the personalisation of services and the need to move further away from traditional models of social care in favour of an emphasis on people with a learning disability being able to make their own choices about how they live their lives and receiving flexible support, tailored to their specific requirements, to enable them to do this.
- 2.4 Previously, in July 2006 Executive Board agreed a report which set out a Commissioning Strategy for Learning Disability Day Services in Leeds . This report presented principles and an approach which emphasised more flexible service delivery, with an emphasis on supporting day service customers to access mainstream services. On the recommendation of the Board a city wide consultation exercise was undertaken between October 2006 and August 2007 which produced local proposals on how people would like to see the strategy implemented. The information gathered from this exercise was crucial in understanding how customers and carers wished services to change.
- 2.5 Among the findings from the consultation were that customers wanted the opportunity to do more activities in their community rather than just spending time in a centre environment. In addition the high value placed on maintaining friendship groups was also stressed.

- 2.6 During the course of 2008 the anticipated pace of change and the full extent of the Government's ambitions in relation to personalisation became very clear. In addition, messages from early implementer sites for the new Self Directed Support arrangements in different parts of the country started to clarify the extent to which demand for support would change.
- 2.7 In October 2008 Executive Board considered and agreed a report relating to personalisation which highlighted the transformational nature of the changes envisaged for Adult Social Care and its provider services and made a commitment that Leeds through the national 'In Control' arrangements will be at the forefront of these developments.
- 2.8 Individual Budgets (which are a key part of the new Self Directed Support arrangements) will make it possible for customers to have far more choice in how their support is determined and provided. The evidence from the early implementers is that given this increased freedom customers make less use of existing statutory services. They may decide to leave them altogether, or be less dependent upon them by using them in combination with other alternatives.
- 2.9 As a key player in learning disability services in the city and as a large provider of a traditional building based day service for people with a learning disability, Adult Social Care faces considerable challenges. It must:
- play a leading role with partners in ensuring there is a wider choice of day support for people with a learning disability in their communities;
 - make more rapid progress to change its own service so that it is more flexible and personalised and therefore of benefit to a wider range of potential customers;
 - in the context of personalisation, ensure that its service is of an appropriate size and has a clear role, fitting well with services provided by others;
 - play an active role in enabling customers to make the best use of the opportunities presented by Self Directed Support arrangements;
 - ensure its day service forms part of an employment pathway for those customers who want to work.
- 2.10. Since the consultation exercise there have been significant developments in Adult Social Care's learning disability day services. Leadership in the service has been strengthened. The service has been renamed the Fulfilling Lives service in order to indicate clearly its aspirations for the future. Managers in the service have been actively engaged in training and service development programmes, including change management and in developing the detail of the new service model. There are a variety of current initiatives in different parts of the city to make the service more flexible and less building based, for example:
- More use of community based activities.
 - Provision of outreach activity so that customers can be supported in other settings.
 - Supporting customers to be as independent as possible in relation to travelling arrangements
 - Considering alternatives to day centre attendance for young adults at the transitions stage as they move on from educational provision.

- 2.11. Despite the above initiatives, the impact of 'Valuing People Now' and the wider personalisation agenda has made it necessary to review the current approach to day service modernisation in learning disability services. The challenges are such that a different approach is needed, which is more ambitious in relation to the pace and extent of change. This will include addressing concerns which have been raised in relation to the existing building base.
- 2.12. In the summer of 2008 Adult Social Care was subject to an Independence, Wellbeing and Choice inspection carried out by CSCI. The feedback from that inspection included the concern that in Leeds the move away from traditional building based service provision was still at an early stage and was thereby limiting choice and flexibility.
- 2.13. Stakeholders also reinforce this concern. In Leeds stakeholder views in relation to learning disability services are well represented through the Learning Disability Partnership Board which has repeatedly indicated its strong support for the development of more personalised services. The same aspirations are reflected in the emerging Learning Disability Strategy for Leeds.

3.0 Commissioning Outcomes

- 3.1. From a commissioning perspective, the provision of day support activities should seek to achieve a number of things:-
- (1) People with a learning disability being able to live safe and independent lives in their own communities
 - (2) In line with the philosophy of personalisation, people with a learning disability exercising as much choice and control over their lives as possible (including what they do during the day).
 - (3) People with learning disabilities being able to pursue activities including employment , which promote health, wellbeing and safety, in non segregated settings.
 - (4) A strong network of partnership working including health and the third sector which gives people with learning disabilities a choice of support providers.
 - (5) Ensuring that the key role of family carers is recognised , through the availability of flexible and effective support (including information, advice, practical assistance and respite).

4.0 Adult Social Care day services: current position

- 4.1. The 2008/09 budget for the directly provided service is £10.9m , which includes £5.4m on employees and £1.9m on transport. The service is mainly delivered from eight large day centres, formerly known as Adult Training Centres. These buildings are large, in variable condition and mostly located away from the local community, in some cases on industrial estates.
- 4.2. This essentially segregated model of provision is now seen as both outdated and a potential barrier to independence and social inclusion. Whilst it offers no single blueprint for day support , Valuing People Now stresses the need to move away from this traditional building based model of care.

- 4.3. The current buildings provide a service for a total of 884 customers and have an average daily attendance of 656, which based on the 2008/09 budget equates to an average cost per attendee of £16.6k . Most customers attend for several days each week. In many cases, attendance at a Council day centre will be the main support activity that people receive, often being valued by carers as a day respite activity.
- 4.4. In relation to people using the service , just over half of customers (455) live in staffed accommodation, whilst 429 live with family or carers. Customers have widely varying levels of need. Currently 67 customers have very complex physical or behavioural health needs. A further 166 have other high physical or behavioural support needs. The wide range of support needs of people attending these day centres is something which differentiates learning disability day service provision from other client groups.

5.0 A community based approach to day opportunities

- 5.1. To fully achieve the outcomes set out in Section 3, a different approach to day opportunities for people with learning disabilities is required which gives the potential for all people with learning disabilities in Leeds to benefit and not just those who use services provided by Adult Social Care. The same approach is equally applicable for other groups with social care needs. This is underpinned by the recognition that people with disabilities and older people are citizens first and full members of their communities. (This is described as 'Social Capital' in 'Putting People First'.) An active approach will be pursued as summarised in this section.
- 5.2. The most fundamental element of transforming day support for people with learning disabilities is access to universal services. These are the services which are available to everyone locally and include things like transport, leisure and education. This requires a positive approach from both statutory and independent sector organisations. Access for people with learning disabilities will cover three key elements, being physical access, communication and advice & support.
- 5.3. One Council approach
- 5.3.1 The Council is a major provider of day opportunities to the people of Leeds through its provision of universal services such as leisure centres and libraries, through cultural events and its provision of parks and other amenities. The shift away from providing segregated services for people with social care needs, to ensuring that universal services are accessible is clearly a challenge for the whole of the Council.
- 5.3.2 In the above service areas there is both the commitment and ongoing work to make what the Council has to offer accessible to people with disabilities and other difficulties. Adult Social Care will continue to work with its partners in the Council to ensure that there is a collaborative approach to tackling these issues at both the strategic level and at the point of service delivery, including maximising opportunities for sharing the use of existing buildings.
- 5.3.3 The Director of Adult Social Services has a leadership role in relation to the health and well being of the population and the changes recommended in this report will contribute to the delivery of corporate priorities in that area.

5.4. Third Sector

- 5.4.1 The third sector (the voluntary and independent sector) currently offers a diverse range of opportunities to people with learning disabilities from well established schemes to innovative, new pilot projects. Third sector providers will be encouraged to play an important role in delivering day support thus providing a wider choice to customers and their carers. Adult Social Care's intention is to increase the range of support provided through the third sector.
- 5.4.2 The plan set out in this report places significant emphasis on person centred planning for individuals and on the development of services and support networks within a person's local community. People from B.M.E. communities should be able to access services that reflect their cultural and religious backgrounds as well as their care needs. Successful voluntary sector projects for young black people with a learning disability have demonstrated that small scale local community projects can provide a more culturally specific service than larger, traditional day care provision.
- 5.4.3 The third sector in Leeds is already involved in a range of activities and initiatives for people with learning disabilities such as:
- Grassroots local community groups
 - Supporting access to community sports and leisure facilities
 - Arts projects
 - Friendship groups
 - Supported employment
 - Environmental & horticultural projects

The proposals contained in this report would seek to encourage and extend the range of such initiatives through re-investment .

5.5. Developing local networks

- 5.5.1 An important future role for the day support service will be to hold detailed local knowledge of what is going on in its own area and to be outward looking in exploring opportunities and developing networks .
- 5.5.2 This should include links with local businesses in relation to work experience and mentoring or links with local community groups in relation to volunteering, thus enabling people with learning disabilities to have full lives in the community. One feature of the new approach therefore will be to commit resources to this community capacity building at the local level.

5.6. New Leaf PFI development

- 5.6.1 Adult Social Care has been closely involved in work being undertaken with partners in Sport and Active Recreation and other parts of the Council to develop a new generation of leisure facilities which will be designed and equipped to a high standard to ensure convenient access and suitable amenities for people with disabilities. Developments are already progressing in Morley and Armley following successful application for PFI credits.
- 5.6.2 The latest proposed development (subject to a further application for PFI credits being successful) is a Wellbeing Centre at Holt Park which will have a particular emphasis on addressing the wider health and wellbeing agenda. A key aim will be to ensure

accessibility for people with complex needs in an environment which has the feel of a mainstream facility, but also the welcoming and supportive atmosphere necessary to build confidence and independence in people with complex needs.

5.7. Changing Places

- 5.7.1. Changing Places is a national campaign to establish toilet and changing facilities, well equipped and of an adequate size, which carers can use to assist adults who are not independent in relation to toileting. This has the potential to reduce greatly the difficulties which customers and carers experience while on outings.
- 5.7.2. The fulfilling lives service is leading work on behalf of Adult Social Care in exploring the feasibility of establishing a number of these facilities in Leeds, and of encouraging greater involvement across the Council in reviewing the need for such services.

6. **Day support : a future model for the city**

- 6.1. In addition to the range of initiatives described in Section 5 it is recognised that some people with a learning disability will need significant support to exercise real choice and control and be able to pursue a rewarding programme of day activities in line with their own preferences. This will include the need for skilled support from a range of staff who have experience of working with people with learning disabilities and who have an approach which enables customers to make the most of their abilities.
- 6.2. Work on the future service model which is needed to deliver improved outcomes in line with these principles has identified a number of key elements which will combine to provide a range of personalised support:
 - Signposting
 - Enablement
 - Outreach
 - Respite
 - Specialist
- 6.3. There are not rigid divisions between these elements. They can be combined to provide flexible, tiered support, enabling different options in the light of individual requirements.
- 6.4. It is not assumed that Adult Social Care will be the provider of all elements of the new service model. Partners in Health, independent and voluntary sectors will be key in helping Adult Social Care transform current services. For example in Leeds there are well established arrangements between Adult Social Care and Health and maintaining and developing these is essential in ensuring that the needs of those with the most complex difficulties are fully met.
- 6.5. Building community capacity will be an important element of the future approach as will new service relationships with partners. Option appraisals will be required to determine the extent to which both current and new services will be subject to market testing in order to provide the necessary mix of services so as to give people with learning disabilities greater choice of day opportunities.
- 6.6. The vision described in this report is proposed in order to improve the range of services available to people with learning disabilities , to promote greater involvement

in mainstream activities, to achieve active citizenship for such people, to increase choice for customers and improve the quality of support available to carers. It is not about saving money or reducing the Council's ability to provide support.

7 Transforming the Fulfilling Lives service.

Adult Social Care is committed to transforming its traditional building based day service in the light of the model set out in Section 6. The Fulfilling Lives service will work in partnership with customers, carers and partners to develop personalised day support arrangements. Many other Councils have already moved away from a traditional buildings based approach to day support for people with learning disabilities.

This will require raising expectations and broadening horizons so as to encourage customers to consider a wider range of options including the move from a segregated day service into more community based activities.

Key features of the work programme which is needed to take this change process forward in Adult Social Care are set out in Appendix B. In most of these areas some work is already underway or there are previous developments on which to build. All of the actions described can be progressed independently of the building base and can be moved forward at a faster pace. 'Pump-priming' funding of up to £500k per annum will be used (e.g. for carer support programmes, equipment and outreach activities) to facilitate the new service developments and ways of working which are needed.

It is proposed that by carefully developing the above workstreams alongside customers and carers, it will be possible to offer more varied and fulfilling activity programmes which will fit more closely with customer needs and preferences, and thus offer more personalised options.

7.5. Appendix C contains

- stories which show real examples of how service users with a learning disability are already pursuing their day opportunities in different ways,
- scenarios which illustrate how the different elements of the Fulfilling Lives service will support customers in the future.

8 Developing an appropriate building base which supports personalisation

8.1. The significant problems and limitations of the existing group of day centres has already been noted. It has also been made clear that much of the existing building base does not support the required personalised approach to day support. All of the day centres have recently been subject to a survey which resulted in a percentage score of suitability for each building. Six of the eight buildings had a score of less than 50% with Moor End receiving the lowest score of 27%. It is proposed that one immediate priority should be to target capacity development and transformational activity in that area to enable this building to become surplus and released as soon as is practical.

8.2. In the major consultation exercise in Leeds already referred to, family carers valued the respite service that day service buildings provide but felt that most centres were in poor condition and segregated locations. All areas proposed that either their local centre be refurbished or replaced with a smaller more modern building closer to community facilities.

- 8.3. In planning for the future and responding to the consultation, there will be a need to provide smaller community bases which support and facilitate participation in local activities, but not replace large day centres with small day centres. Potential opportunities for these smaller community bases could be within currently underutilised Council and partner community facilities, together with opportunities within or linked to the newly emerging supported living schemes. Where appropriate new build, fit for purpose facilities may be required which could be linked into regeneration projects, integrated PFI schemes or partner-led schemes.
- 8.4. Some specialist facilities will still be needed and will have an important role in providing the appropriate environment and amenities for the support of customers with complex needs which will include close working with health professionals.

On the basis of anticipated demand it is envisaged that a network of twelve community bases for the City will be required, with at least one specialist facility in each area.

Such building bases will ideally be in settings closely alongside mainstream services such as educational and leisure facilities, shops, community centres and libraries, so that it will be as convenient as possible to support service users in joining in the life of their community.

In terms of implementation, it is proposed to initiate a rolling change programme which will undertake the re-provision of the existing day centres, working round the three Council areas in turn, making significant progress in one before moving onto the next. This will be closely linked to the work set out in Appendix B to achieve a more personalised service.

Given the limitations of the existing day centre buildings it is envisaged that through a sustained programme of transformation that significant progress can be made in reducing the number of current buildings that will be needed within a five year period. In the longer term it is proposed that only the following existing bases will be considered suitable :

- Rothwell
- Potternewton
- Bramley

This overall approach to buildings is consistent with the findings and views from the consultation exercise. The length of time taken to achieve this proposed position will be dependent on a number of factors not least the willingness of existing customers (and their parents and carers) to choose and take up alternative models of day support.

9 Implementing the change programme

9.1. Area based plans

9.1.1 Plans will be developed for each of the three Council areas which will set out:

- How a personalised service will be developed.
- How a modern building base for the service will be created.
- How customers, carers and other stakeholders will be effectively engaged in the change process.

- 9.1.2 The area plans will detail the targets which will need to be achieved year by year in order to implement the changes successfully and set out the range of co-ordinated action which will need to be taken to maintain this progress.
- 9.1.3 The scope and complexity of the programme must not be underestimated and realistic phasing and co-ordination of the changes will be essential. This is also the message from other councils which have had experience of managing large scale change in this service area. It must be recognised that some groups of customers (for example, those on the autistic spectrum) find change challenging. Planning timescales will have to allow for existing day service provision remaining in place until alternative arrangements are implemented and settled to ensure continuity of service to customers.
- 9.1.4 In order to deliver the proposed plans resource requirements have been identified in the following key areas:
- Care Managers to undertake person centred planning and implement new support plans.
 - Project staff to co-ordinate and oversee the work programme and to undertake specific pieces of work, together with appropriate administrative support.
 - Business change capacity to drive forward and embed change through the implementation of the three area plans.
 - Specialist contributions particularly from Human Resources, Asset Management, Property, Finance and Commissioning.

Temporary funding will be sought (e.g. by way of the Social Care Reform Grant) to fund part of the resources identified above.

- 9.1.5 In view of the scale and complexity of this service transformation, options will be explored with a view to engaging an external change partner with the relevant expertise and experience to support the development and implementation of the work programme.
- 9.1.6 Reference has already been made to development work being undertaken with the staff in the service and this will continue to be a key area as these changes will call for different approaches, attitudes and ways of working.
- 9.1.7 This ambitious whole system change will require highly effective stakeholder engagement. The intention is to work closely with the Leeds Learning Disability Partnership Board so that it can play a lead role in supporting and guiding the change process. Customers will be active participants in the management of the changes. Customer reference groups will be established in the areas as part of the implementation arrangements.

9.2. **A South East Leeds Outline Implementation Plan**

- 9.2.1 In Adult Social Care it is proposed that South East is the first area where a comprehensive approach will be taken both to introducing a more personalised service and to redesigning the building base. Concerns about the quality of the accommodation at Moor End have already been highlighted.
- 9.2.2 The Fulfilling Lives service provision in South East comprises Moor End, West Ardsley and Rothwell centres. These centres provide a service to 326 service users,

(see appendix D for more details). However, it should be noted that because existing attendance patterns cut across areas the number of people with a learning disability who use the Fulfilling Lives service and live in South East is actually smaller than this being 259. One of the aims of the plan will be to reduce the number of customers who travel long distances across Leeds to their service. Although on paper the centres together have a total of 326 places available per day, actual occupancy levels are significantly below that and on average 225 customers attend each day.

- 9.2.3 There will be a co-ordinated approach to implementing the change process set out in Section 7 which will begin with all customers having up to date Person Centred plans and developing an appropriate range of support capacity to respond to such plans.
- 9.2.4 An early task is to begin planning for the building base to support future needs. This has to take account both of previous consultation and the rapid progress of the personalisation agenda. On the basis of projected customer demand there will need to be four community bases providing a total of one hundred places per day. The initial indicative base capital building cost at today's prices for this redevelopment of the service's building base in South East is in the order of £2.1m.
- 9.2.5 The capacity of the new building base has been estimated taking account of projections which include the move to more personalised ways of supporting day opportunities and the anticipated numbers of customers with complex needs. In practice the actual demand for such facilities will also be influenced by the availability of other support providers in the area .
- 9.2.6 Taking into account future service requirements, it is not envisaged that either the buildings or sites at Moor End and West Ardsley will be required in the long term. Quite apart from concerns about their condition (particularly Moor End) , the nature of the buildings and their locations does not foster the integration of service users in their local communities. In view of the positive features of the location of the Rothwell site, it is proposed to continue with a community base on that site.
- 9.2.7 In line with the approach already indicated, an Outline Implementation Plan is being developed. Based on future service demands it is proposed that:
- Moor End will become surplus during 2010
 - West Ardsley will become surplus by 2012.
 - Reprovision of the Rothwell site is completed by 2013.
- 9.2.8 It should be noted that The South Leeds Alternative Trading Enterprise (SLATE) is a well established social firm on the Moor End site. Discussions will take place with SLATE as to the impact of the proposed changes outlined in this report and how Adult Social Care can continue to support the ongoing development of the organization.
- 9.2.9 This plan is completely consistent with the findings of the area based consultation exercise in this part of the city (see Appendix E for more details). It is therefore proposed that this outline plan for South East is adopted. It will form the basis for more work on detailed action plans with customers , carers and other stakeholders across the City.

10. Equality and Diversity

- 10.1. The many cultures within the city of Leeds are reflected within the learning disability population. The outcomes they seek as individuals are equally influenced by their community, culture and religion.
- 10.2. Individualised services and person centred planning has and will continue to help the move towards meeting people's needs in an appropriate way. The Ethnicity sub-group of the Leeds Learning Disability Partnership Board has however identified a number of areas which need to be taken into account in implementing the changes in this report:
- Helping people from ethnic minorities' access information about services and the options for how identified needs can be met.
 - Working with service providers, including assessment and care management, to ensure cultural and religious needs are identified and appropriately met.
 - Working with ethnic and faith communities to help them support inclusive approaches to people with learning disabilities and their carers from those communities.

11. Implications For Council Policy And Governance

- 11.1 The overall approach and proposals for change in this report are consistent with two previous reports agreed by Executive Board: the July 2006 report concerning Learning Disability day services and the October 2008 report which set out the wider personalisation agenda and the implications for Adult Social Care. In addition , the proposals outlined in this report support national policy agendas around improving the lives of people with learning disabilities and addressing human rights issues .

12. Resource Implications

12.1. Financial

- 12.1.1 In Learning Disability services and across Adult Social Care, financial modeling is being undertaken to map out the likely impact of personalisation. The financial impact of the increased take up of Direct Payments and Individual Budgets by people with learning disabilities who use existing day centres in 2009/10 is estimated to be around £312k .
- 12.1.2 As stated earlier the net cost for current Adult Social Care day service provision is almost £10.9 million per annum. The service developments envisaged by the new service model, such as outreach capacity, will be funded primarily through the reconfiguration of the existing service and using available resources differently. However, additional investment of up to £500k per year will be required for 'pump-priming' new service developments e.g. carer support , developing new signposting services and outreach support , provision of equipment .
- 12.1.3 The actions detailed in this report are designed to achieve improved outcomes from existing resources rather than achieve cost savings. Existing resources need to be reinvested in the wider range of developments which are needed to deliver the broadly based community approach to day opportunities already described, such as

investment in the third sector. They can also contribute to expenditure on Direct Payments and Individual Budgets if this exceeds the funding already allocated.

12.2. Asset Management

- 12.2.1 The latest valuations of the eight large buildings used for day services would indicate an asset portfolio of around 10.6M. although the value of individual centres varies significantly from £400k to £3m. Condition surveys on these centres have previously estimated that at least £1.6 M would need to be spent on essential backlog maintenance to keep these centres open. It is recognised that as long as existing buildings are utilised there will be a need to ensure that they are maintained and that essential health and safety requirements are met. There will also be a need to ensure sufficient funds are allocated to cover appropriate planned maintenance of any new facility in the future.
- 12.2.2 It has already been proposed that in the fullness of time all but three of the existing day centre sites will become surplus which will offer the potential to generate capital receipts for the Council.
- 12.2.3 As has already been made clear the main emphasis in developing the new building bases will be on integration with sites and developments central to community facilities and therefore refurbishment and adaptation of existing premises is likely to be the preferred and less costly solution rather than new buildings which continue a segregated service delivery model. The indicative base cost at today's prices of re-providing the buildings in the South East will be £2.1million , and for the whole of the City £5.7m, see appendix F for example specification of a community base.

13. Conclusions

- 13.1. The need to transform day services in Leeds is an urgent imperative if the wishes and expectations of adults with learning disabilities and their carers as expressed through consultation are to be fulfilled. Valuing People Now, Departmental and Partnership Board objectives for the service also require this action to take place.
- 13.2. Plans are now well developed to provide appropriate, high quality accommodation for people with a learning disability in Leeds through the Independent Living Project and the progress which has been made and the success to date of this work is well recognised. Delivering transformed day opportunities for people with a learning disability represents a challenge which is just as important. The transformation of both accommodation and day services is needed so as to deliver improvements in the lives of people with a learning disability in Leeds.
- 13.3. This report sets out the essential features of the work programme which is needed to create personalised day support for people with a learning disability. This will substantially reduce dependence on the more traditional day centre building based service.
- 13.4. This change process will create new and more personalised support opportunities which encourage independence. The changes will deliver opportunities for accessing a range of locally based universal and specialist support services and opportunities as alternatives to large outdated centres. This increase in choice and control will support greater social inclusion and increasing participation in people's local communities. The needs of family carers are also recognised as are those of the most vulnerable service users who will continue to require appropriate care and support.

- 13.5. It is recognised that much of the existing building base of Adult Social Care's day service is not fit for purpose when considered in the light of the requirements of the new approach and service model. Smaller, modern community bases will be needed which will be in settings which will make it as easy as possible for customers to access the same range of local services used by other members of the public.
- 13.6. It is proposed that there will be a rolling change programme starting in the South East area of the city. An Outline Implementation Plan has been developed, an early objective of which will be to declare Moor End surplus, as customers choose alternative support options, in 2010.

14. Recommendations

Members of Executive Board are asked to:

- 14.1. Note the requirement to deliver a more personalised approach to day opportunities for people with a learning disability to meet the aspirations of customers, carers and other stakeholders.
- 14.2. Approve the vision for a more personalised approach to delivering day opportunities for people with learning disabilities in Leeds as outlined in this report and note the range of work being planned and taken forward in order to achieve this.
- 14.3. Approve the proposal to undertake a comprehensive transformation of the service including a move away from large segregated buildings to the utilisation of community based locations and the increased involvement of external providers. In respect of the latter there will be a need to undertake market testing as appropriate for a range of services.
- 14.4. Agree that the South East is the first area selected for a comprehensive change programme which will comprise:
- Working in partnership with customers and their carers to introduce a personalised day service.
 - Adoption of the outline requirements for community buildings as a basis for more detailed work and planning.
 - Full engagement of customers, carers and in particular the Learning Disability Partnership Board.
- 14.5. To receive a further report in six months which will provide an update on progress made in delivering the day opportunities vision detailed in this report.
- 14.6. Approve the sharing of this report with stakeholders including the Leeds Learning Disability Partnership Board and the Leeds Learning Disability Partnership Executive.

Background documents referred to in this report:

Putting People First

Valuing People Now

Executive Board reports:

1. Commissioning Strategy for Learning Disability Day Services July 2006
2. Personalisation October 2008

Appendices

- A Putting People First Condordat**
- B Transforming the Fulfilling Lives Service**
- C Day opportunities stories and scenarios.**
- D ASC Day Services in South East Leeds**
- E Consultation in South Leeds**
- F Specification for a new community base**

Putting People First

Transforming Adult Social Care

Putting People First sets the direction for adult social care over the next 10 years and more. This document describes the sort of society Putting People First envisages, where people can have choice and control in their lives, whether they need support from others now or in the future.

To do this there needs to be a big change in the way communities, organisations and individuals work to support people. The Government has provided money specifically to help councils to make these changes. People want better quality services that are personal to them and more control over decisions that affect them. They want the right support, at the right time, in the right place. They also want to be treated with dignity and respect, regardless of who is paying. Councils and their partners need to be asking themselves 'What does it feel to be an older or disabled person living here?'

There are four areas on which councils and their partners should focus to help make sure services become more personalised and to get the right results for people. *Putting People First* is clear that these areas link together. To make sure change is successful all of them have to be in place to ensure people can have the right quality of life.



First are the general support and services available to everyone locally (universal services) including things like transport, leisure, education, health, housing, community safety and access to information and advice.

These services are important in everyone's lives, not just those people with care and support needs. Universal services work best when everyone can get the information, advice and support they need readily and easily to be able to use them effectively. They can then maintain their health and wellbeing, exercise choice and control over their everyday lives and participate fully in their communities.

Success would mean people in wheelchairs are able to live independently. Not only managing in their own homes but also at work and participating in their communities' activities because the physical barriers both inside and outside their homes have been removed. Another indication would be that the local public transport system is set up to enable older and disabled people to attend hospital appointments and social/education activities easily and with confidence.

The second area is the support available to assist people who need a little more help, at an early stage to stay independent for as long as possible (early intervention & prevention services). These include things like support to recover from the effects of illness and help to manage a long-term condition from someone with experience of a similar condition. These services also include help to safely maintain home and garden, training to get a job or return to work after a break, or support to start taking some exercise.

Not only do these early interventions make sure people can stay in their own homes for as long as they want, but are also the best way of keeping the costs down in the future.

Success would mean people were supported to get the right exercise and equipment following a fall so they would not have to go into hospital, and could stay at home without significant risk of falling again. Alternatively, through effective use of telecare people with dementia are routinely able to stay at home with their families, who are able to continue their everyday lives.

The third part of *Putting People First* is about self-directed support. This means having services available to meet people's needs rather than people having to fit in with the things on offer. People who need support should be able to choose who provides that support, and control when and where the services are provided. The right information and advice needs to be available to help people decide. Some people will need extra help to negotiate their support and may need advocates to help them. It is important to be safe, and guaranteeing this will be an important role for the local council and local community. However, it is also important that people can take responsibility for themselves and that councils and other advisers are not limiting in their advice about what is possible. There is a guide for local councils to use which make sure this can be done safely and that people can be supported to make decisions (*Independence, choice and risk: a guide to best practice in supported decision making*).

Systems should be easy to follow and everyone involved should work together with the person at the centre of the plan. This is true whether the council is providing the support or people are buying the services themselves. To do this planning, people (or their advocates and supporters) need to understand what money is available to spend on their support. If it is their own money, they need to know what support there is locally, and that it is of a high quality and safe for them to choose. The same is true if some or all of this money comes from the council, people have a choice to spend part or all of the money in a way that they choose.

For example, they can make their own plans for services with the money from the council. They can also get together with friends to make the plans together, or they can ask an agent or the council to arrange things for them. They must show that the money they have been given is making the difference it was supposed to make (the agreed outcomes).

Success would mean people in the community who need support and their families and carers feeling empowered to come up with flexible solutions to meet their needs, individually or collectively. They would understand what is available and be confident the services available to buy were suitable, safe and reliable. People feel they have a life rather than a set of services.

The fourth part of *Putting People First* is about how society works to make sure everyone has the opportunity to be part of a community and experience the friendships and care that can come from families, friends and neighbours. This should be done without putting an unreasonable burden on friends and family who want to help. Carers need to be recognised and supported in their role. They need a life of their own outside caring.

The effect of the local community on the quality of people's lives is significant for everyone, but can be even more important in the life of a person who has care and/or support needs. Positive interaction may be seen in many ways, including through church groups and other faith communities, where people are encouraged to be interdependent, supporting each other in different ways. It is also about older and disabled people being full members of the community. This is sometimes described as social capital, and can be built in communities by engaging with people and showing them how they can influence the decisions that affect their lives. People who have support needs, their carers and others who find support difficult to access need to be encouraged to be part of those discussions about community life. Society should support them to influence decisions and build wider relationships through opportunities like volunteering.

Evidence of success would be community groups working with the council to put good ideas into practice to make the area a better place for older and disabled people.

Appendix B : Transforming the Fulfilling Lives Service

This appendix provides more detail on the proposed approach to transforming the fulfilling lives service

Person Centred Planning The needs, interests and preferences of customers will be reviewed on an individual basis. There will be discussion with customers and their carers about the outcomes which they want to achieve, and the different ways in which they can be achieved. This could include further education or training, access to mainstream services, employment services or volunteering. This discussion will form the basis of the customer's day support plan which will aim to maximize the extent of the customer's choice and control in relation to what they do during the day.

Making best use of Direct Payments Customers with significant support needs arising from their learning disability may well require direct assistance to enable them to pursue their chosen plan of activities. A Direct Payment made in lieu of traditional service provision makes it possible for the individual to purchase the service of their choice. This could be a personal assistant to support them in pursuing a chosen activity they are particularly interested in. This makes it possible for the support to follow the customer into the setting where they need it. Mixed activity programmes might comprise a customer continuing to attend a centre one day per week and receiving support via a Direct Payment to undertake other activities on other days. Arrangements for accessing Direct Payments will be reviewed in order to ensure that they are as straightforward as possible.

Early involvement with new developments in Self Directed Support As part of the Government's concerted drive towards personalisation in Adult Social Care, Individual Budgets have already been introduced in some parts of the country and it is intended that they will form a cornerstone of new Self Directed Support arrangements. Following a process of self assessment and a financial allocation based on this, the customer will have considerable choice in how they spend their Individual Budget to fund a Support Plan customised in line with their particular interests and wishes. In Leeds customers of learning disability day services will be one of the groups involved in early implementer work, putting them at the front of these important changes.

An enablement service It is recognised that some customers have attended the existing day centres for many years. The new approaches outlined in this report may represent a considerable change for them, and thus staff in the Fulfilling Lives service will offer a supportive and enabling approach. Customers may well need direct support to develop their new day opportunities plan. For example, this might involve staff accompanying customers to support them in trying out new activities. Customers might need help to gain the skills and confidence they require to pursue their day opportunities plan as independently as possible, for example being confident in using public transport or finding their way around a strange environment.

Respecting the fact that needs and preferences change with age Because of the enduring nature of their difficulties some people with a learning disability will need support in relation to their programme of day activities throughout their adult lives. It is important that day opportunities plans are kept under review and amended in response to changing needs and preferences. An example of this is when customers become elderly. The plans for this group of customers will be reviewed to ensure that the arrangements made in relation to their day opportunities plans are appropriate for their stage of life.

More appropriate arrangements for customers in staffed accommodation For many customers who live in staffed accommodation it has been expected that they will attend a day centre several days per week as a matter of course. However, given the move towards more varied day opportunities plans this set routine is restrictive and unhelpful. Customers will be supported in pursuing their day opportunities directly from their own home as far as possible.

Local services As has already been indicated some customers currently travel a long way to their day service. Through the person centred planning process there will be the opportunity to consider how it might be possible to find suitable options for the customer closer to their own home, thus avoiding unnecessary travel.

Recognising significant friendship groups The importance of friendships built up over time must be recognised and these will be respected. As part of the Person Centred Planning process friendship groups will be identified and day opportunities plans will work out the best way of maintaining these in the context of the move towards more personalised arrangements. A friendship group could be supported in pursuing an activity of their choice together in their local community.

Flexible support for family carers Reference has already been made to the respite function which the day service provides. It is essential to recognise the respite needs of families which provide the day to day care for a service user with a learning disability. This can be a demanding and stressful task. The respite needs of family carers will be reviewed in order to determine the level and pattern of respite which is needed. It is well known that the fixed pattern of respite provided by the existing day service does not always fit well with the different circumstances of individual families. The customer's day opportunities plan will need to take account of this and ensure that it provides appropriate respite to family carers.

Employment The aspiration of many people with a learning disability is to have access to employment. This is an area where the third sector has made significant contribution in Leeds. Adult Social Care is in the process of developing improved employment pathways for people with a learning disability who use its services. As an example the development of the Roseville Skills Building will provide a stage in this pathway for day service customers. It will offer training and preparation to enable customers to move on to other options such as vocational training or sheltered employment. Current employment related activity in the Fulfilling Lives service is being reviewed in the light of the above.

Workforce A major workforce review has been recently undertaken across learning disability services within Adult Social Care. It is envisaged that the implementation of this in 2009 will provide the flexible staffing structure and skill mix needed to support the wide range of activity and the delivery of the more personalised approaches set out in this section.

Appendix C : Day Opportunities Stories and Scenarios

There are almost 2,500 adults with moderate to severe learning disabilities known to adult social care, health or voluntary services living in Leeds at the present time. Only 885 of these people spend any time at an adult social care day service building. To do so is therefore becoming the exception rather than the rule. The two stories below illustrate how many people with learning disabilities are leading fulfilling lives without reference to traditional day services.

Paul's Story : An active social life in his local community

Paul used to live with his mum and attended an adult social care day centre five days a week. He now lives in a voluntary sector supported living home. With the support of staff there he has developed a varied timetable of activities in his local community and no longer attends the day centre.

Paul's Week :

Monday : Horse Riding, walking his dog & food shopping

Tuesday : Volunteers at Dog's Trust , gardening & other jobs around his house.

Wednesday : Sensory session at Phylward House, swimming at Tadcaster leisure centre

Thursday : Cycling with friend, Bowling at Castleford Xscape

Friday : Music class at Swarthmore & walking at local park



Jane's Story : Paid employment and volunteering opportunities



Jane used to attend Wetherby Day Services five days each week. She has however always wanted to work and has built up work experience by doing voluntary work at Leeds Mencap and in the visitors shop at Tropical World. With the support of Mencap Pathway she has been trained to use public transport and now works 2 days a week at Lincolnfields Day Centre in the kitchen. She has chosen to no longer to attend the day centre and is looking forward to moving into her own flat in the near future. In addition to her paid employment, she works as a volunteer at Meanwood Urban Valley Farm. She has an active social life and is involved in disability sports. She won two medals at the 2005 Special Olympics in Glasgow, an achievement of which she is rightly proud !

Scenarios which illustrate how different elements of a fulfilling lives service could support customers at a level appropriate to their level of individual need.

Scenario A

Jason is a 22 year old man with a moderate to severe learning disability who has recently left full time education having completed a life skills course at College. His parents are not keen on Jason spending his days at a day centre, so with the help of a care manager have gained an **individual budget** to fund the choices Jason has made through his person centred plan. The care manager referred Jason and his parents to a **signposting service** run by a voluntary organisation and based in a local library. They were able to provide Jason and his family with information about mainstream and specialist activities available in Leeds which might be suitable and arranged initial visits and taster sessions. As Jason is unable to travel to or participate in most activities without support, his family have used the individual budget to pay for an individual support worker from an approved care agency. This provides Jason with an **outreach service** which supports him in these activities. This support is totally flexible so it allows Jason to attend activities and gives his carers a break at the times they want, not just during traditional day service hours. Jason chooses new activities to try on a regular basis with the help of his support worker and the signposting service.

Scenario B

Debbie is a 30 year old woman with a severe learning disability and complex health needs and is a wheelchair user. Her parents both work and need a service that allows them to continue working and gives them a break from their caring duties. Debbie attends a local adult social care community base which is based in part of her local community centre. This service ensures her parents receive a comprehensive day **respite service**. The base is equipped to meet Debbie's physical and health care needs and she receives regular **specialist** interventions from the community nursing team and physiotherapist. The ethos of the service is to increase social inclusion and Debbie has lunch most days in the community café which runs at the centre and attends regular social events there in the evening. Adult Social Care staff support Debbie to access a number of activities in the community including hydrotherapy at the local Health & Wellbeing Centre and bowling in the city centre. Her parents have obtained a **direct payment** to pay for horse riding lessons for Debbie at the specialist equestrian centre each weekend.

Scenario C

Paula is a 45 year old woman with a mild learning disability who lives in her own tenancy, supported by workers from a voluntary organisation. She is keen to work and with the help of a **signposting and enablement service** has been found a voluntary work placement in the kitchen at a local nursery. The enablement service taught her the bus route and offered initial support to Paula in the placement. This support was gradually withdrawn as Paula's confidence grew. They also enrolled Paula on a Food Hygiene course at the local college. If the placement is successful Paula will be signposted on to a specialist employment agency for people with learning disability with the aim of finding her paid work.

Appendix D : Current Adult Social Care Day Services in South East Leeds

Moor End Fulfilling Lives Service

Built in 1972 and formally known as Moor End Adult Training Centre, this day centre is situated on a light industrial estate in Hunslet and is a factory type unit. The aim of modern day services is to promote independence and social inclusion rather than keeping people with learning disabilities separate from the rest of the community in large segregated institutions. The building itself is now deemed to be unsuitable as a modern social care facility in terms of its size, location, condition and facilities, scoring just 27% in a recent suitability survey. It has no special care facilities which means people with more complex needs in this part of Leeds have to be transported to other parts of the city to receive a day service. The Centre is also currently home to the SLATE furniture project run by a local voluntary organisation which runs separately to the day service.

- The centre has 119 people on its register and an average daily attendance of 84.
- 83 of its customers live with family carers
- 63 of its customers travel to Moor End from other areas of the city



West Ardsley Fulfilling Lives Service

Another large early 1970's building of similar design to Moor End. It is a segregated environment with a number of large workshop type rooms. It houses a special care unit and has a hydrotherapy pool. These specialist environments and the equipment in them are now becoming increasingly outdated. The building scored 47% in a recent suitability survey. The location of the centre is also an issue in that it is sited on a residential housing estate with few community amenities in the local area. Apart from the residents of the adjacent Healy Croft hostel, which is due to close, very few of the current service users live nearby. Its location is therefore seen as a barrier to social inclusion.

- This centre has 110 customers and a daily attendance of 70
- 41 live with family carers
- 14 have special care needs
- 72 live in South East Leeds



Rothwell Fulfilling Lives Service

This service is provided in two adjacent buildings in Woodlesford dating back to the 1960's. These buildings are also of a design and condition making them unsuitable for long term use as a social care facility.

The centre is home to a special care unit but its design and equipment are seen as being considerably outdated. The centre scored 48% in a recent suitability survey. The current service is a segregated one but the centre does have close links with the local community and is close to the local amenities. The site should be considered as having potential to be retained for a specialist unit because of its location. This option would also allow for the service to continue in one of the buildings whilst a new building was built on the site of the other.

- The centre has 97 customers and a current daily attendance of 71
- 50 live with family carers and 47 in staffed accommodation
- 11 have special care needs
- 80 live in South East Leeds



Appendix E : Outcome of Consultation in South Leeds

Currently day services are provided in this area at **Moor End Day Services, Rothwell Day Services and at West Ardsley Day Services.**

Between October 2006 and August 2007, 30 consultation meetings were held with service users, staff, carers and Elected Members. The consultation was split between the Inner and Outer South Leeds areas with each area having its own Consultation Board of stakeholders. Each Board had an Independent Chairperson and produced its own proposal on how they would like to see day service modernisation implemented in relation to their local day centre. The Board looked carefully at all the available information on the needs of people with learning disabilities who live in this area. They also considered the feedback from all the individual and group consultations with users, carers, staff and other stakeholders which have been held in this area. Below is an amalgamated summary of the two proposals.

Proposals from South Leeds Consultation Boards

- It is proposed that the main Moor End Day Services centre be replaced with two new smaller day service buildings. Due to the location, poor physical condition and design of the existing centre, it was felt that refurbishment of this building was not an option.
- It is proposed that one building should be in Holbeck, Hunslet or Beeston and the second new day service base should ideally be located in either Belle Isle or Middleton. It was suggested that South Leeds Sports Stadium would be a good venue for a base.
- Each of these buildings would provide a day time service for service users living with family carers.
- These new day service bases may be new buildings or created by refurbishing existing council owned premises. They should all be capable of meeting the physical care needs of all service users.
- Buildings should be close to community facilities and offer opportunities for integration with other groups. It is proposed that those service users currently attending Moor End who live in North Leeds will attend new day services in their local area.
- It is proposed that one half of the current Rothwell Day Services site (West Building) be retained with a number of major adaptations to make it fit for purpose in a modernised service. These adaptations would involve a comprehensive upgrade of the special care facilities and general refurbishment to a high standard. It is also proposed that parts of this building may be used by appropriate non learning disabled groups and existing links with local community groups are further developed.
- It is also proposed that one or two new, smaller buildings are created to offer a local service in other parts of South Leeds. The most appropriate locations for these buildings, based on where people live and good community facilities would be Middleton and Morley.
- Once the new provision is operational the Day Centre at West Ardsley and the East Building at Rothwell Day Services would be returned to the Council's Asset Management Department for disposal.
- The service should be flexible to offer people support when they need it including times outside traditional day service opening hours. Person Centered Planning should be used to ascertain when, how and how much support people need.
- Service users who live in staffed accommodation will be supported to use community facilities directly from their own homes where possible.
- All service users and their carers will be offered the option of using direct payments as an alternative to local authority services.
- Each day service building should have its own transport directly controlled by the manager.
- People carriers would be preferred to minibuses but specialised forms of transport and escorts will continue to be provided if needed.
- Local services should offer the chance for more able service users to travel to and from the bases more independently, walking or using public transport with support if necessary.
- There needs to be a plan put in place to ensure people are supported to maintain friendships and other valued relationships which may be lost as a result of these changes.
- The main focus of day time support should be to allow people with learning disabilities to use mainstream community provision rather than segregated activities wherever possible.

At the end of the Consultation process these proposals were sent out to all known family carers with a reply slip asking for their comments on whether or not they supported their local proposal. Leeds Advocacy also held meetings for service users at each of the three centres to talk people through the proposal for their centre and to gain feedback. The replies showed:

Number of letters sent out to carers in South East Leeds	177
Total number of replies	108 (61%)
Number who supported proposal without reservation	65 (60.2%)
Supported proposal with some reservation or comment	38 (35.2%)
Number who opposed the proposals	5 (4.6%)

Of 38 people who replied to say they supported the proposals qualified their approval by recording any reservations or additional comments on the reply slip. The most common themes were :

Concern over loss of routine or friendships, new service will need better staffing levels than we have now, happy as long as they continue to get same level of service as they have now, worried proposals may mean they will lose transport provision or will have to use public transport, made additional comments supporting the plan e.g. delighted with idea of new buildings etc. ,happy as long as changes handled sensitively, wanted more details about where new buildings will be, worried about sharing buildings with other groups or happy as long as new services in place before old centres are closed

Five people objected to the proposal on the grounds of :

The person I care for will be upset by the change (2 people), friendships will be lost (1), think it will mean they will lose their transport (1), rather money spent on refurbishing old centre (1),

Appendix F: Specifications for Community Bases

A range of stakeholders have been consulted on the specification for community bases. Their comments have been used to develop the two types of specification detailed below :

1. Generic Community Base

This would be the usual design for a base to meet the needs of most customers requiring access to buildings based activities in any particular locality.

It will contain a number of activity rooms, including a computer suite. A selection of disabled and non disabled toilets and fully accessible changing area with ceiling hoist and sluice. Reception area, office, domestic kitchen and social space would be required and some enclosed outside space is essential. Building should be part of larger shared space . It would accommodate up to 30 customers plus staff.

Size would be in the region of 250 square metres plus outside space if available. Approximate sizes:

Reception 15 SqM

Staff Office 20 SqM

Small meeting/carer contact room 15 SqM

Domestic Kitchen 30 SqM

Male & female standard toilets & disabled toilet 2 X 20 SqM

Wheelchair accessible shower/ wet room 15 SqM

Changing Room area with tracking hoist and sluice plus washer & dryer 15 SqM

Activity Room 30 SqM Computer suite 30 SqM

Social area 30 SqM

Store Rooms 2 X 10 SqM

Patio/Courtyard Garden 50-100 SqM (optional)

2. Specialist Buildings Base : Complex Health Needs

In addition to the generic base specification, for people with complex physical needs two additional Changing Place areas (2 x 15 SqM) would be required. An additional area for storage of wheelchairs (30 SqM) and other bulky equipment would be needed . All the doors and corridors would have to be wider and activity rooms larger (40-50 SqM) to accommodate large moulded wheelchairs and therapeutic activities. Automatic doors would be a desirable option .These additional features may therefore require a larger building e.g. 450 SqM

Whilst not ruling out being part of a shared building more consideration may be needed about location and who the building is shared with. Ideally would accommodate up to 30 customers plus staff.

Other Issues which relate to both types of base

Ideal Location

Close to community amenities such as shops, cafes, leisure centres, libraries etc..

Ideally walking distance from many amenities

Good transport links, access to bus network

Near commercial, community centre rather than in residential estates

Not on an industrial estate

Discreet base which is part of shared building or does not stand out from surrounding buildings.

Building Design

Users, carers and staff to be consulted on final design of buildings

Should have dedicated parking next to the building for users and visitors

At least two disabled parking spaces creating safe drop off /pick up area

Full disabled access with ramps etc.

Enclosed,private garden area with wheelchair accessible picnic tables would be desirable.

Shared buildings preferable to stand alone.
Toilets and changing areas to be sited on outside walls for light & ventilation
Tracking hoists in changing areas
Plenty of natural light , air conditioning for summer.
Separate discreet entrance in shared buildings

Costs

Each Generic Community base, added to or part of existing community base is estimated at £370K x 3 in South East Leeds proposal = £1,110K
Suggested locations are 3 from LS10, LS11, LS15 or LS27

Estimated cost to create 450SqM specialist base, potential new build on existing Rothwell site = £1,000K

Total estimated cost of capital needs in South East Leeds area = £2,110K
This cost excludes external works, furniture and IT.