



Shropshire Council  
Legal and Democratic Services  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND

Date: Monday, 26 October 2015

**Committee:  
Decision Making Session by Portfolio Holder for Adult Services and  
Commissioning (South)**

**Date: Tuesday, 3 November 2015**

**Time: 3.00 pm**

**Venue: Room IS 131, Shirehall, Abbey Foregate, Shrewsbury SY2 6ND**

You are requested to attend the above meeting.  
The Agenda is attached

Claire Porter  
Head of Legal and Democratic Services (Monitoring Officer)

**Members of Decision Making Session by Portfolio Holder for Adult Services and  
Commissioning (South)**  
Lee Chapman

Your Committee Officer is:

**Jane Palmer** Senior Committee Services Officer

Tel: 01743 257712

Email: [jane.palmer@shropshire.gov.uk](mailto:jane.palmer@shropshire.gov.uk)

# AGENDA

## 1 **Supported Living & Day Services for People with a Learning Disability in Bridgnorth** (Pages 1 - 30)

The Portfolio Holder for Adult Services and Commissioning [South], Councillor Lee Chapman, will consider a report on Supported Living & Day Services for People with a Learning Disability in Bridgnorth.

Report of the Director of Adult Services is attached marked 1.

Contact: Stephen Chandler – 01743 253704

### Note:

Portfolio Holder Decision Making Sessions are not open to the public. However members of the public are welcome to submit a request to address or ask a question of the Member making the Portfolio Holder decision. Any request should be submitted in writing to the Chief Executive at The Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND by no later than 2 clear working days before the proposed Member Session. This is to ensure that the individual Member has sufficient time to decide whether or not to hear such persons and if so the arrangements to be made. If you would like further details please telephone 01743 257712 or email [jane.palmer@shropshire.gov.uk](mailto:jane.palmer@shropshire.gov.uk)



Portfolio Holder Decision  
Making Session and date/time

3<sup>rd</sup> November 2015

Item

Public/Private

## **SUPPORTED LIVING & DAY SERVICES FOR PEOPLE WITH A LEARNING DISABILITY IN BRIDGNORTH**

**Responsible Officer** Ruth Houghton

Email: [ruth.houghton@shropshire.gov.uk](mailto:ruth.houghton@shropshire.gov.uk)

Tel: 01743 253093

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### **1. Summary**

This report summarises the outcomes of recent consultation with adults with learning disabilities, their families and carers in Bridgnorth and confirms the next steps in the development of supported living, relocation of the day centre and the delivery of day services.

Shropshire Council have undertaken a consultation process with people with a learning disability, their families and carers who attend day opportunities at Oak Farm at Ditton Priors and Innage Lane in Bridgnorth.

The consultation was on the following options:

- Identifying land or buildings in South East Shropshire which could be used as supported living for people with a learning disability.
- Using the Innage Lane building as a supported living house closing the day service there and relocating the day service to the Youth Centre.
- Making better use of council buildings by using the present Youth Centre building for day services as well as the existing evening use.
- Outsourcing Innage Lane day opportunity wherever it is located to another provider, possibly in conjunction with the service at Oak Farm.

### **2. Recommendations**

A) That a new provider is commissioned to deliver the day opportunities service at both Innage Lane and Oak Farm and that this commissioning process commences in January 2016.

B) That an options appraisal is undertaken to determine the opportunities for the Youth Centre, the options appraisal to include:

1. Investment of capital into the Youth Centre to bring the premise up to the standard of Innage Lane Day Centre.

2. To explore development opportunities of the Youth Centre site to include the development of supported living accommodation, housing and a community resource for use by youth groups, day service users and the wider community.
3. Further analysis and costs related to a potential Community Asset Transfer (CAT) of the Youth Centre building to Bridgnorth Town Council.

Reasons for decision:

During the consultation process a number of concerns were raised regarding the suitability of the Youth Centre for day service use. Additionally suggestions were also proposed as to how the Youth Centre site could potentially be developed. The decision to undertake an options appraisal will determine this.

In relation to commissioning a new Provider to deliver this day service at Innage Lane and Oak Farm, this is an approach being taken across day services currently provided by the Council and is consistent with Shropshire Council's intention to become a Commissioning Council.

## **REPORT**

### **3. Risk Assessment and Opportunities Appraisal**

#### **Equalities & Human Rights**

An Equalities and Social Inclusion Impact Assessment (ESIIA) has been completed and is attached at Appendix A. This ESIIA has considered the impact of the proposed changes on users of the service, their families and carers.

#### **Consultation**

A full consultation has been undertaken which commenced 4<sup>th</sup> June 2015 and ended 30<sup>th</sup> September 2015. The consultation consisted of:

- two group sessions, with users, carers and families;
- sharing of correspondence between the Head of Social Care and individual consultees with the wider group of consultees;
- involving an advocacy organisation;
- and at the request of individuals who access the service sessions independent of families and carers facilitated by Taking Part, a Learning Disability Advocacy organisation.

### **4. Financial Implications**

#### **Supported Living**

The original proposal identified the need for Supported Living accommodation in Bridgnorth, to prevent admissions to high cost residential care.

If Innage Lane were to be used for Supported Living, a Registered Social Landlord (RSL) has provided a without prejudice quotation for capital investment of £40k into the property which an RSL would fund to refurbish and bring the property up to decent homes standard.

## Relocation of the Day Centre

Relocation of the Day Centre to a shared use building makes better use of assets. However, capital costs in the region of £60k would be required to adapt the Youth Centre to include a sensory room and adapted bathroom as per at Innage Lane Day Centre. Additional capital costs for exterior work, roof, windows and other works have not yet been identified.

## Commissioning for a New Provider

Any savings that might be achieved through transferring the service delivery from Council provision to a new provider are unknown until the commissioning and procurement exercise has been undertaken. However, typically savings can be achieved, if not immediately, but during the term of the contract through staff turnover.

## 5. Background

Bridgnorth and district has a relatively small number of supported living properties and having reviewed the cohort of adults that attend Innage Lane it is noted that of the 25 users, 17 of them (68%), and primarily those over 40 are living at home with parents and family carers. As a result it was proposed to use Innage Lane day centre as a supporting living resource and seek an alternative location for the day centre.

### Innage lane Day Services

Table 1: Attendees at Innage Lane by Age

<b>Age Range</b>	<b>Numbers in age range</b>
18 - 35	10
36 - 45	6
46 -55	6
>55	3
<b>Total attendees</b>	<b>25</b>

During the consultation process a number of recurring themes were raised by the consultees.

The main concerns raised by the consultees are set out below with the Council's responses.

1. Individuals with learning disabilities are not able to make choices or decisions.

Response – Support from Taking Part was made available and information put into easy read format. These are attached at Appendix B & C.

2. The Youth Centre doesn't have an assisted bathroom or sensory room.

Response – if the day service relocated to the Youth Centre, the sensory room would be relocated. The costs of doing this have been sought and shared with the group. The space at Innage Lane is limited and can cause some challenges with lack of private space for the users and overcrowding, this is one aspect that could be addressed by relocation.

3. The Youth Centre doesn't have a garden, it is overgrown, it has an electric substation on it.

Response – there is a garden at the Youth Centre which the Oak Farm service is very keen to develop and improve. The electric substation is secure through fencing and could also be screened to improve appearance.

4. There is no car parking at the Youth Centre as the school use it and there would be a loss of community support for Innage Lane Day Centre.

Response – The car parking could be addressed through conversations with the school, road markings and changes to access. The Youth Centre is located 500 metres from Innage Lane so it is considered likely that the same community support would remain.

5. The Youth Centre needs too much work. It is falling down, the roof leaks, it is cold and not suitable.

Response – Some survey work has been undertaken and the costs of any remedial work have been gathered. There are also other rooms in the building, in addition to the main hall that are available for use.

6. The Town Council do not want the building, they haven't been consulted.

Response – There has been a dialogue with the Town Council regarding the Council taking on the Youth Centre as a Community Asset Transfer. The proposed relocation of the day centre to the youth building is not contingent on this occurring, however, the Town Council are aware of the proposals being consulted on, as a day centre being there would provide wider use of the building and additional income.

7. If a new provider is appointed, will the staff stay the same?

The Council are absolving themselves of their responsibility to provide Services.

Response – TUPE would apply and staff would transfer thus ensuring continuity of familiar staffing support. The Council will be commissioning the service not delivering it, this is still the responsibility of the Council.

8. Supported Living doesn't work, it is not successful.

Response – the proposal is being investigated as 40% of users at Innage Lane day service are over the age of 40 living at home with family carers. As family carers age the longer term sustainability of these arrangements can become more fragile and supported living accommodation is an alternative to explore with families. The risk is that if we do not address the issue now, then if there is a critical event which means that the carers are no longer able to look after their son or daughter the most likely option would be residential care.

The Council is now very much more successful at supporting people in small shared group homes having changed the model of how this is commissioned. To clarify, when the Council develops Supported Living now we always secure a specialist Registered

Social Landlord (RSL) with experience in providing housing for people with a learning disability. We lease the property to the RSL and the RSL has a tenancy agreement with the individual. This model ensures that properties are refurbished to and maintained at a high standard and that individuals have a secure tenancy. The tenancy agreement enables individuals to access housing and other benefits with which to pay their rent and other bills. Overall through experience we have found that individuals in these circumstances have a higher level of disposable income. The Council always commissions and purchases the care with individuals making their assessed contribution to this in accordance with the fairer charging policy.

9. Consultation is too long, causing distress and anxiety

Response - The timescale for the consultation has been as a result of questions raised at the various meetings, including obtaining costs for any building works that might be required should the proposals for the relocation of Innage Lane be agreed.

## 6. Conclusions

The consultation process has raised a number of issues and potential proposals for the use of the Youth Centre including shared resources and Supported Living and highlighted that further work and an options appraisal is required.

The potential appointment of a new day service provider raised minimum concerns as the staff would remain the same and continuity of care would remain for service users.

<p><b>List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information):</b></p>
<p><b>Key Decision: Yes</b></p> <p><b>Included within Forward Plan: Yes</b></p> <p><b>If a Key Decision and not included in the Forward Plan have the General Exception or Special Urgency Procedures been complied with: Yes/No</b></p>
<p><b>Name and Portfolio of Executive Member responsible for this area of responsibility:</b></p> <p>Councillor Lee Chapman</p>
<p><b>Local Member:</b></p> <p>Councillor Les Winwood  Councillor John Hurst-Knight  Councillor Christian Lea  Councillor William Parr</p>
<p><b>Appendices:</b></p> <p>Appendix A – EIISA  Appendix B – Presentation re Innage Lane information supported by Taking Part  Appendix C – Innage Lane Meeting Notes 6<sup>th</sup> October supported by Taking Part</p>

**Declaration of Interest**

- I have no interest to declare in respect of this report

Signed ..... Date .....

NAME: .....

PORTFOLIO HOLDER FOR: .....

- I have to declare an interest in respect of this report

Signed ..... Date .....

NAME: .....

PORTFOLIO HOLDER FOR: .....

(Note: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter.)

For the reasons set out in the report, I agree the recommendation(s) in the report entitled .....

Signed .....

Portfolio Holder for .....

Date .....

If you have any additional comment which you would want actioned in connection with your decision you should discuss this with the report author and then set out your comment below before the report and pro-forma is returned to Democratic Services for processing.

Additional comment : .....

.....

.....

Note: If you do not wish to approve the recommendations, or wish to make an alternative decision, it is important that you consult the report author, Head of Legal and Democratic Services, Chief Executive and the Head of Finance, Governance and Assurance (S151 Officer) and, if there are staffing implications the Head of Human Resources (or their representatives) so that (1) you can be made aware of any further relevant considerations that you should take into account before making the decision and (2) your reasons for the decision can be properly identified and recorded, as required by law.

Note to Portfolio Holder: Your decision will now be published and communicated to all Members of Council. If the decision falls within the criteria for call-in, it will not be implemented until five working days have elapsed from publication.



## Shropshire Equality and Social Inclusion Impact Assessment (ESIIA)

### Contextual Notes 2014

#### ***The What and the Why:***

The Equality and Social Inclusion Impact Assessment (ESIIA) tool replaces the Equality Impact Needs Assessment (EINA) tool previously in use by Shropshire Council. It is a tool to help us to identify whether or not any new or significant changes to services, including policies, procedures, functions or projects, may have an adverse impact on a particular group of people, and whether the human rights of individuals may be affected.

What we are now doing is broadening out such assessments to consider social inclusion. This is so that we are thinking as carefully and completely as possible about all groups and communities in Shropshire, including people in rural areas and people we may describe as vulnerable, as well as people in what are described as the nine 'protected characteristics' of groups of people in our population, eg Age, eg Gender Reassignment. We demonstrate equal treatment to people who are in these groups and to people who are not, through having what is termed 'due regard' to their needs and views when developing and implementing policy and strategy and when commissioning, procuring, arranging or delivering services.

It is a legal requirement for local authorities to assess the equality and human rights impact of changes proposed or made to services, such as through a new policy or a change in procedure. Carrying out ESIIAs helps us as a public authority to ensure that, as far as possible, we are taking actions to meet the general equality duty placed on us by the Equality Act 2010 to have what is called *due regard* to the three equality aims in our decision making processes. These are: eliminating discrimination, harassment and victimisation; advancing equality of opportunity; and fostering good relations.

#### ***The How:***

The assessment comprises two parts: a screening part, and a full report part.

**Screening (Part One)** enables energies to be focussed on the service changes for which there are potentially important equalities and human rights implications. If screening indicates that the impact is likely to be positive overall, or is likely to have a medium or low negative or positive impact on certain groups of people, a full report is not required. Energies should instead focus on review and monitoring and ongoing evidence collection, enabling incremental improvements and adjustments that will lead to overall positive impacts for all groups in Shropshire.

A **full report (Part Two)** needs to be carried out where screening indicates that there are considered to be or likely to be significant negative impacts for certain groups of people, and/or where there are human rights implications. If you are not sure, a full report is recommended, as it enables more evidence to be collected that will help you to reach an informed opinion.

## Shropshire Council Part 1 ESIIA: initial screening and assessment

*Please note: prompt questions and guidance within boxes are in italics. You are welcome to type over them when completing this form. Please extend the boxes if you need more space for your commentary.*

### **Name of service change**

Innage Lane Day Services and Oak Farm Day Services

### **Aims of the service change and description**

Proposal to close the current day service at Innage Lane and relocate into the existing Youth Service building.

Redevelopment of the current day service building to provide supporting living accommodation

To find an organisation to run and develop the services at Innage Lane and Oak Farm in line with the Council's wish to no longer be a provider of services

Particularly in relation to Oak Farm:

To attract investment and grants into the service which the Council is not in the best position to access.

To assist the service to become more self sustaining, to ensure the trading account is in surplus and to develop products and markets.

To widen target service user group, offer vocational qualifications and training and enable people to move to more open employment or training.

Innage Lane is a day service for 22 adults with a learning disability and Oak Farm is day services for 48 adults with learning disabilities.

### **Intended audiences and target groups for the service change**

Day service users,  
Innage Lane staff  
Oak Farm staff  
Advocacy organisations  
Families of Service Users  
Carers of Service Users

### **Evidence used for screening of the service change**

Appendix 1 has details of correspondence, emails, telephone calls and easy read documents pertaining to this consultation

Consultation which has included meetings, email correspondence, letters, telephone calls and easy read documents which are attached at Appendix 1.

Group advocacy meetings for ALD clients facilitated by Taking Part.

Shropshire Council estates have carried out a survey of the Youth centre building and identified work which would need carrying out to improve access, i.e. enlargement of entrance lobby and automatic doors.

Those features of Innage Lane building which service users feel are important and necessary to provide the service they require, i.e. sensory/quiet room and fully accessible care room and an accessible garden area have been surveyed and costed out to be replicated at The youth centre.

Taking Part (Advocacy organisation) have held regular meetings at Innage Lane and Oak Farm and kept people informed of how changes in the Council and in adult social care may affect them including the recommissioning of services.

Accessible documents produced by Taking Part, reflecting the views and wishes of the service users attending the two services and showing the things that were most important to them.

Overall continuity of care would remain for existing users with the same staff group and key working staff as the staff team would transfer to a new provider.

The existing workforce will have terms and conditions of employment protected through a transfer to the preferred bidder under TUPE regulations.

The support to the service and users from the local community and neighbourhood would remain as the Youth Centre buildings is approximately 500 metres from the Innage Lane Day Centre and may be enhanced through new developments

The development of the services could see an extension of the service offer to other vulnerable groups e.g. mental health clients, NEETS

The preferred bidder will bring additional expertise, diversity and choice to the care sector in Shropshire.

### **Specific consultation and engagement with intended audiences and target groups for the service change**

Gavin Bayliss, Day service manager informed staff at Innage Lane of the proposals Wednesday 20 May 2015.

Consultation Meeting for service users, parents/carers and advocacy groups held at Youth Centre on Thursday 4 June 2015. The meeting was attended by 41 people, minutes for the meeting were sent out on 15 June 2015. The letter included a date for a further consultation meeting which was due to be held on Thursday 6 August from 10.00 – 12.00.

Regular Carers Forum held on 1<sup>st</sup> July 2015 at St James Church Hall, Bridgnorth was also used by carers to comment on the proposal.

Consultation Meeting held at Youth Centre Thursday 13 August 10.30 – 12.00 attended by 23 service users, parent carers and staff from Innage Lane and Oak Farm Day Service, 3 members Bridgnorth Town Council, 2 representatives from OSCA/Taking Part Advocacy Groups. This was a rearrange meeting from the 6<sup>th</sup> August in relation to parent comments that the 6<sup>th</sup> August clashed with an important local event (Burwarton Show) attended by many service users and their families.

Consultation meeting held with the service users at Bridgnorth Town Hall on Monday 28 September

## **Potential impact on Protected Characteristic groups and on social inclusion**

### **Guidance notes on how to carry out the initial assessment**

Using the results of evidence gathering and specific consultation and engagement, please consider how the service change as proposed may affect people within the nine Protected Characteristic groups and people at risk of social exclusion.

1. Have the intended audiences and target groups been consulted about:
  - their current needs and aspirations and what is important to them;
  - the potential impact of this service change on them, whether positive or negative, intended or unintended;
  - the potential barriers they may face.
2. If the intended audience and target groups have not been consulted directly, have representatives been consulted, or people with specialist knowledge, or research explored?
3. Have other stakeholder groups and secondary groups, for example carers of service users, been explored in terms of potential unintended impacts?
4. Are there systems set up to:
  - monitor the impact, positive or negative, intended or intended, for all the different groups;
  - enable open feedback and suggestions from a variety of audiences through a variety of methods.
5. Are there any Human Rights implications? For example, is there a breach of one or more of the human rights of an individual or group?
6. Will the service change as proposed have a positive or negative impact on fostering good relations?
7. Will the service change as proposed have a positive or negative impact on social inclusion?

## Guidance on what a negative impact might look like

<b>High Negative</b>	Significant potential impact, risk of exposure, history of complaints, no mitigating measures in place or no evidence available: urgent need for consultation with customers, general public, workforce
<b>Medium Negative</b>	Some potential impact, some mitigating measures in place but no evidence available how effective they are: would be beneficial to consult with customers, general public, workforce
<b>Low Negative</b>	Almost bordering on non-relevance to the ESIIA process (heavily legislation led, very little discretion can be exercised, limited public facing aspect, national policy affecting degree of local impact possible)

## Initial assessment for each group

Please rate the impact that you perceive the service change is likely to have on a group, through inserting a tick in the relevant column.

<b>Protected Characteristic groups and other groups in Shropshire</b>	<b>High negative impact</b> <i>Part Two ESIIA required</i>	<b>High positive impact</b> <i>Part One ESIIA required</i>	<b>Medium positive or negative impact</b> <i>Part One ESIIA required</i>	<b>Low positive or negative impact</b> <i>Part One ESIIA required</i>
<b>Age</b> (please include children, young people, people of working age, older people. Some people may belong to more than one group eg young person with disability)				These services are for people of all ages including young people in transition if appropriate.
<b>Disability</b> (please include: mental health conditions and syndromes including autism; physical disabilities or impairments; learning disabilities; Multiple Sclerosis; cancer; HIV)			The services are primarily for adults with learning disabilities. Currently 48 adults attend Oak Farm and 22 adults attend Innage Lane. There is the opportunity in the future for other groups of people to attend, e.g. NEETS and people with mental health needs	
<b>Gender re-assignment</b> (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				These services are available to all users.
<b>Marriage and Civil Partnership</b> (please include associated aspects: caring responsibility, potential for bullying and harassment)				These services are available to all users.
<b>Pregnancy and Maternity</b> (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				These services are available to all users subject to the appropriate risk assessment.
<b>Race</b> (please include: ethnicity, nationality, culture, language, gypsy, traveller)				These services are available to all users regardless of race.

<p><b>Religion and belief</b> (please include: Buddhism, Christianity, Hinduism, Islam, Judaism, Non conformists; Rastafarianism; Sikhism, Shinto, Taoism, Zoroastrianism, and any others)</p>				<p>These services are available to all users regardless of religion and belief.</p>
<p><b>Sex</b> (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)</p>			<p>There are currently 20 females and 28 male users at Oak Farm and 11 females and 11 male users at Innage Lane</p>	<p>These services are available to all users regardless of sex.</p>
<p><b>Sexual Orientation</b> (please include associated aspects: safety; caring responsibility; potential for bullying and harassment)</p>				<p>These services are available to all users regardless of sexual orientation.</p>
<p><b>Other: Social Inclusion</b> (please include families and friends with caring responsibilities; people with health inequalities; households in poverty; refugees and asylum seekers; rural communities; people you consider to be vulnerable)</p>			<p>This service provides a support service in a rural community. It provides employment opportunities for staff and service users. The service provides support to families and carers as daytime respite.</p> <p>Oak Farm provides employment for 2 male and 5 female staff, Innage Lane provides employment for 1 male and 5 female staff. some of whom work part-time. Staff will be protected by a TUPE transfer.</p>	

## Decision, review and monitoring

Decision	Yes	No
Part One ESIIA Only?	Yes	
Proceed to Part Two Full Report?		No

***If Part One, please now use the boxes below and sign off at the foot of the page. If Part Two, please move on to the full report stage.***

### **Actions to mitigate negative impact or enhance positive impact of the service change**

The Youth centre building would be adapted, improved and added to, to ensure that facilities for providing the service are as good or better than those at Innage Lane.

Measures would be put in place to ensure that the car park area at the youth building is not used by parents dropping of at adjacent school.

Procurement process to focus on obtaining a provider that has an excellent track record and experience of developing employment and task focussed services and also experience with vulnerable people; and in particular a learning disability client group.

Overall continuity of care would remain for existing users with the same staff groups and key working staff as the staff teams would transfer to a new provider.

The provision of supported living at Innage Lane would enable people with a learning disability, many who live with older carers to become tenants of quality accommodation in the local area.

The existing workforce will have terms and conditions of employment protected through a transfer to the preferred bidder under TUPE regulations.

The services will continue to contribute to the local rural economy.

The service will continue to provide daytime respite for carers and families.

### **Actions to review and monitor the impact of the service change**

Quarterly Learning disability Service user forums and quarterly learning disability carers/family forums are held which will provide continued opportunity for feedback on social care services.

Following any change in provider for Innage lane and Oak farm, Taking Part, a local advocacy organisation, will continue to talk to the service users on a regular basis and provide feedback to the Council on the quality of the service.

## Activity at Part One screening stage

<b>Names</b> (list those involved in carrying out assessment)	<b>Job titles</b>	<b>Contact details</b>
Gavin Bayliss	Day service Manager	
Date commenced	4 June 2015	
Date updated	13 August 2015	
Date transferred to ESIIA	30 September 2015	
Internal Scrutiny by	Ruth Houghton	

## Scrutiny at Part One screening stage

<b>People involved</b>	<b>Signatures</b>	<b>Date</b>
<i>Lead officer carrying out the screening</i>	Ruth Houghton	4 June 2015
<i>Any internal support</i>		
<i>Any external support</i>	Advocacy organisation Taking Part OSCA	
<i>Head of service</i>	Ruth Houghton	

## Sign off at Part One screening stage

<b>Name</b>	<b>Signatures</b>	<b>Date</b>
<i>Lead officer's name</i>	Ruth Houghton	
<i>Head of service's name</i>	Ruth Houghton	



## Appendix 1

Telephone call by Ruth Houghton to JE, informing him of proposals Wednesday 20 May 2015

Letter outlining the proposals and inviting people to attend a consultation meeting sent to service users and parents/ carers Wednesday 20 May.

Telephone call by Ruth Houghton to JE to explain Shropshire Council cannot share everyone's contact details with JE but offered to share his contact information with everyone.

Email received from GK 26 May 2015, who is unable to attend the meeting, her concerns are security, parking, suitability of layout and the building requires refurbishing.

Response by Ruth Houghton to GK to email 26 May 2015 confirming points raised will be included within the meeting.

Telephone call from MC on 1 June, she is unable to attend the meeting on 4 June.

Confirmation of planned attendance of consultation meeting received from - MW, CR, ML, DE and GH.

Apologies not able to attend the consultation meeting received from PR.

Easy read document produced by Taking Part - Innage Lane consultation – Our Future, June 2015

Letter dated 22 June from JE enclosing a letter he had left at Innage for people to sign. Issues raised in the letter were the previous unsuccessful supported living, the suitability of the Youth Building and smooth running of the current building, the letter was signed by 18 people

There were 2 comments attached to the list of signatures on JE letter, one from GK raising concerns regarding locking away items when the building is used by the youth service in the evening. The other comment was anonymous it raised concerns about the suitability of the building, traffic noise and the amount of money required to make the building suitable.

Letter dated 14 July 2015 from Ruth Houghton in response to JE letter of 22 June, confirming no decision has been made, the consultation will last for approximately 3 months and answering the issues raised in his letter. The letter also suggested that both JE and Ruth's response could be made available at the meeting on 6<sup>th</sup> August.

Letter postponing 6 August meeting and informing everyone of new date sent 27 July 2015

Email postponing 6 August meeting and information everyone of new date sent 31 July 2015

Minutes for the consultation meeting held on 13 August were sent out on 3 September 2015

Letter dated 10 September from AH, regarding the unsuitability of the youth building, and the information gathered by Taking Part. He suggested that houses are built behind the youth building, demolition of the youth building, construction of a new multi-use centre and conversion of existing day centre into respite or supported living.

Email received from AH 14 September, requested all names of attendees are included in the minutes of 13 August.

Names added to minutes and distributed 18 September

Telephone call from Mrs L (parent/carer) on 23 September 2015 to Gavin Bayliss informing him of her concerns regarding road safety outside youth centre.

Letter to AH from Ruth Houghton dated 28 September responding to points raised by AH and confirming his letter has been shared with Shropshire Councillors from the Bridgnorth area.

Email received from AH received 1 October 2015 enquiring why the service users were having a meeting without the presence of parents/carers and why the meeting was not held at the Youth Centre.

Email response from Ruth Houghton to AH sent 1 October 2015

Letter from Ruth Houghton dated 2 October sent to all parent/carers/service users enclosing a copy of AH letter dated 10 September and Ruth response dated 28 September.

Easy Read document produced by Taking Part – Innage lane minutes 6<sup>th</sup> October. A record of Taking Part's meeting with service users following service user consultation meeting 28<sup>th</sup> September.

# INNAGE LANE - OUR FUTURE

## JUNE/JULY 2015



- People from Shropshire Council came to talk to us about the changes to our day service at Innage Lane.
- They are hoping to move our day service to the Youth Building.
- Ruth Houghton from the Council said she wants us to tell her what we think about the changes.

# What Ruth told us



**EMPTY**



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- Ruth told us the Council must use their money in a better way.
- The Youth Building is empty during the daytime.
- The Council need more houses for people with learning disabilities to be able to live in.
- If Innage Lane day service moved to the Youth Building, the house could be used for people to live in.

# What we are worried about



- The Youth Building needs some repairs.
- Ruth said the building would be in good order before we moved there.
- What about the outside space. It is messy.



# What we are worried about



- Ruth said Oak Farm people could come and get the garden in good order.
- We asked about transport and school buses parking at the Youth Building.

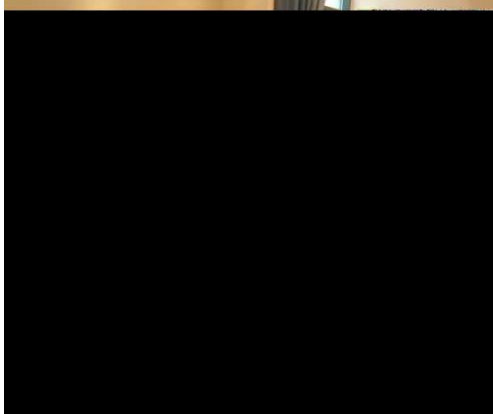
# What we are worried about



- Ruth said school buses would not be allowed to park there.
- We would not be safe
- Ruth said things will be place to make sure people are safe, just like Innage



# Things to think about



- The Youth Building is bigger than Innage and we would be able to do more things.
- We would have more space to have a quiet room. Sometimes Innage is too crowded.





# Innage Lane

## Minutes 6th October 2015



**Present:** Jimmy, Karen, Sue F., Stephanie, Patrick, Craig, Michelle, Stuart, Michael, Jayne, Clare

Diana facilitated the meeting and Tracy was there some of the time to help.



We read the notes from consultation meetings with Shropshire Council



We told Diana we are worried and upset about having to move from Innage Lane to the Youth Building.  
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## Our meeting

We started our meeting by talking about all the things we like doing at Innage Lane and out in the community.

## Inside the day service, we do-:

- Cooking – we make soups and crumbles and cakes – we like cooking.



- Crafts – we do Powertex – this is a way of decorating plain plant pots and little boxes to make them look pretty. We make greeting cards. We sell the things we make at coffee mornings.





- Gardening – we really like our garden at Innage Lane and we have planted shrubs and have garden seats in memory of our friends who have died. Clare and Stuart mow the lawn on their own.



- We like colouring; watching videos and being with our friends



## **What we like doing in the community.**

- Horse riding
- Bowling







- Going out for trips like a visit to RAF Cosford.



- Walking into town to get food and go to the library.

- Picnics

- Going to the pub



## Day Service Consultation at the Mayor's Parlour

### What do we think?

We talked about how the Council is asking us about our views on moving to the Youth Building.

The Youth Building is empty during the day and the Council said can we think about using it ourselves in the day time as there is no-one there. In



the evening, the young people can still use it for their activities.



We said the Youth Building is not very good and needs repairing.

At the Consultation meeting, Ruth from the Council, said they would look at what needs doing. She said they will spend £40.000 plus another £15.000 on mending the building, putting in suitable toilets and a sensory room.

We said it has to be right for us.



Ruth said we would still have a quiet sensory room where we can chill out as sometimes, it is noisy at Innage.



We could use the big room for lots of different things that we cannot do at Innage because it is not big enough.

We could do Wii games.





We are worried about being safe at the Youth Building. Ruth told us the Council will make sure it is safe for us.

We have a lovely garden at Innage Lane and the outside of the Youth Building is very messy – not good.



At the consultation meeting, Ruth had said the garden would be tidied up, also, there is field at behind the building and some of it can be used by us. Tracy said we can put a bamboo screen around the electric sub-station to hide it.

### **What do we do next??**



At the consultation meeting with Ruth, someone said why don't we go the Youth Building to try doing some of the things we now do at Innage over there, to see how we get on.

We talked about this idea in our own meeting.

Patrick said he would like to try it and thought other people should give it a go.



Each person took in turn to say what they thought about this idea. Jimmy, Karen, Jayne and Stuart talked to



each other and said they would go and try it.

Michael said he wanted to be with his friends.

Sue said she did not want to say much as she wanted to give other people a chance to talk.



With the exception of Clare, everybody said they would be willing to give it a try.



Diana said she would come back very soon to see how we get on doing things at the Youth Building and we can talk about what worked and what did not work.



**Next meeting to be arranged as soon as we have tried doing some sessions at the Youth Building**



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