



# **MY DAY MY LIFE FUTURE BASES FINAL OPTIONS APPRAISAL AND RECOMMENDATIONS**

**September 2023**

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## 1. Introduction

This paper sets out the process which has been followed to identify the proposed future My Day My Life bases in Abergavenny and Monmouth.

The views of the people using the service and their families have been sought throughout and used to inform the process. It contains a final options appraisal of each of the shortlisted buildings, conclusions and proposals for the future bases.

## 2. Background:

**What is My Day My Life?:** My Day, My Life provides daytime support to approximately 20 people currently across Abergavenny and Monmouth. People who receive My Day, My Life services have a learning disability and a care and support plan in place which indicates they require support to access or engage in day opportunities. The service follows a strength-based approach which enables people with a learning disability to develop and pursue their individual aspirations within every day, community settings.

**The Review:** A review was undertaken between November 2022 - March 2023 by Practice Solutions Ltd, an independent organisation with experience and expertise in services for people with learning disabilities. There was a need to review the service and determine its future direction of travel because of the way that the service had been changing both pre and post the Covid pandemic.

An independent review was chosen to provide an impartial assessment and to maximise the engagement of people using the service. The final review report was produced in March 2023 with 10 recommendations to the council for the future for the My Day My Life service (see Appendix 1). These were agreed in full by Cabinet on 26th July 2023.

### **Recommendation 7 – The Service should have safe and accessible buildings:**

Recommendation 7 of the Practice Solutions review was made in the context of the temporary closure of all My Day, My Life hub buildings during the Covid pandemic. Rather than re-open the buildings when restrictions eased, the Practice Solutions review was commissioned to assist in identifying how buildings could best support the overall development of the service. This is a key recommendation and work has been underway for some time to ensure a robust proposal is developed to deliver this.

During the review, participants suggested a number of community buildings that might be suitable to host future service bases. This list of bases was brought together with other potential buildings to produce a long list of options for future service bases.

A set of criteria was developed based on the views expressed by people who receive My Day, My Life services, their families, and colleagues as part of the review. The criteria was used to undertake an initial options appraisal and feasibility assessment (Appendix 2). The assessment identified a short list of 3 buildings in both Abergavenny and Monmouth which were the strongest options for a future service base in each of the locations. The shortlist is shown below:

Abergavenny:

- Abergavenny Community Centre
- Melville Centre
- Tudor Street building

Monmouth:

- Bridges Centre
- Monnow Vale Health and Social Care facility
- Overmonnow Family Learning Centre

Details of the first and second stage feasibility assessments, including the short-listed buildings, were contained in the report to Cabinet in July 2023.

### 3. Future Service Base Requirements

#### 3.1 Recommendation 7. The service should have safe and accessible buildings.

The recommendation within the Practice Solutions review report included the following narrative:

*“Everyone said that the people using the My Day My Life service need to have available to them safe and accessible buildings. While many potential buildings were identified, we heard differing views on whether there should be one fixed building or an option of using rooms in several buildings throughout the week – for example, having a Tuesday cookery workshop and running a café on weekends.”*

*There was concern that, without proper oversight, having spaces could result in a drift back towards more outdated ‘day centre’ models. It is essential, therefore, that the council engages closely with individual participants and their families in setting up and maintaining the new service model.*

**Accessible** buildings are easy for everyone to get into and around. Whatever their needs are.

*The council should seek also to increase the number of public buildings and changing places that are appropriate for individuals who have physical health needs, so that anyone with a physical disability feels able to spend more time out in their communities.”*

#### 3.2 Description of the future My Day My Life Base

Establishing suitable bases for My Day, My Life will be central to how the service develops.

Bases are needed to support both people who use the service and the workforce and, therefore, will need to fulfil a variety of functions:

The base will offer a safe, dedicated space that is accessible at all times when the service is running. This will mean that there is always somewhere to go if plans don't work out. Bases may need to be available at the weekend and the evenings too as the services extends and develops. People should feel at home in the base, that it is theirs and they belong there, and that they don't need permission to use it. The base should therefore be able to be permanently decorated in a way which reflects the individual interests and identities of the people who use it.

The base will provide an opportunity for people to meet, hang out, have a drink and chat without needing to do anything specific there. At other times the base will be a suitable place to undertake a group activity or hold a meeting. This means that it should be a flexible space that enables a range of activities with minimum fuss. There will be sufficient storage options to support flexibility of use. The bases will be used in a fluid way, responding to the needs and aspirations of the people supported. Some days the bases may have people in them and other days not, depending on what people have planned for their day.

Importantly, though My Day, My Life bases should support access to other activities and community events and that the feel should be inclusive and integrated with the wider community.

The bases will be used by the workforce too, for formal team meetings or training as well as a place to go to plan and make arrangements for work. Things like storing equipment and any records and information that the workforce requires will, therefore, be important.

All of these things could be achieved through occupying at least one dedicated room with access to other rooms as needed.

### **3.3 Summary of recent consultations with people who use the service.**

Following the report to Cabinet in July 2023, we sought the views of the people and their families receiving My Day, My Life about what they wanted in a base and their thoughts on the potential shortlisted buildings under consideration. A summary of the process and outcomes of this are attached (Appendix 3)

#### Methodology:

Monmouth: A workshop was held in Monmouth which all people receiving the service and their families were invited to. 6 of the 10 people who are currently eligible for support via My Day, My Life attended the workshop, and a further one provided feedback via phone (70% response rate). During the workshop people shared what they enjoyed or had enjoyed about My Day, My Life, their thoughts on each of the potential bases and what they would like to see in a future base.

Abergavenny: All 11 people receiving the service were invited to attend a workshop. However due to a very low level of interest from people (2) to attend a workshop, alternative methods were used to seek people's views. 4 people chose a telephone call and 5 had individual meetings (82% response rate). As in the Monmouth workshop, people were asked to share what they enjoyed or had enjoyed about My

Day, My Life, their thoughts on each of the potential bases and what they would like to see in a future base.

### Observations and Conclusions

People were very keen to be involved in giving their views and shaping the future development of the bases. They were clear about what they hoped for out of a future service, and what activities, opportunities and features they would like in a future base.

It was clear that everyone had individual wants and interests, some people spoke of really enjoying being out and about in the community with a limited desire to return to a base, whilst others wanted a home and space to call their own. Also, people spoke about a wide variety of activities they were hoping to enjoy in the future. All these activities and opportunities can be met in any or all of the bases, or by joining in with wider existing community groups with or without support.

Some of the potential buildings were more familiar to people than others, and for some people it was difficult to give views on a place they weren't familiar with. In some cases, there was some perceptions or views that weren't fully accurate (e.g., no kitchen at Park Street). People were more familiar with some buildings and, therefore, were more easily able to comment.

There was no consensus from people in either Monmouth or Abergavenny as to their preferred future base location.

### **3.4 Detailed criteria for final selection**

The final stage of developing a robust proposal for the future service bases has involved the consideration of information relating to four key aspects.

**(i) How well the base matches the future requirements of the My Day My Life service.**

As described in section 3.3 people shared their thoughts on what they liked and didn't like about the shortlisted buildings and their views on what they wanted to see in a future base. These views were taken into account to refine the final set of essential and desirable criteria against which to determine how well each base matches the future requirements of the service. See Appendix 4 for the future service requirements criteria and assessment.

**(ii) Costs**

The second key factor of consideration is the costs associated with:

- Any necessary works to the building.
- Any additional revenue costs to MCC

The 1<sup>st</sup> and 2<sup>nd</sup> stage feasibility assessments identified that each of the short-listed buildings may require further work to ensure the appropriate toilet, changing and other facilities necessary to appropriately meet the needs of the people being supported. Therefore, an independent expert consultant was engaged carry out a survey and provide feasibility options at the six sites for

provision of a Changing Places WC facility, and accommodation more generally for the My Day My Life service. The report is attached (Appendix 5).

**(iii) Speed of implementation and future sustainability**

This factor considers the practical issues relating to how quickly the building can become operational as a My Day My Life base, and the potential for flexibility to respond to future service developments.

**(iv) Impact on other community spaces**

The current community facilities in the areas are not utilised to their full potential. The final aspect considers the impact of a base in any one of the potential buildings on other community spaces and services in the area.

**4. Options Appraisal**

**4.1 Summary of technical /cost assessment**

An independent surveyor (Go Property Consultancy Ltd) has been commissioned to produce an assessment and costed options appraisal around the accessibility standards and WC facilities for each of the properties shortlisted. The appraisal can be found in Appendix 5. A summary of the recommended investment required for each of the respective sites can be found in the table below.

In addition to the capital investment recommended, My Day My Life service managers have met with the property site managers to discuss the practicalities of a permanent onsite base for the service. Site managers have yet to provide a rental cost for hire of a permanent room within the one of the buildings, and we will continue to work with partners to refine both hire costs and the opportunities for co-location and enhancement of these spaces for activities and community engagement. We have identified any additional revenue costs which would be incurred by MCC for each of the buildings in the table below.

Site	Estimated additional revenue cost to MCC	Service accommodation capital investment	Year 1 investment
Abergavenny Community Centre	£21,670 pa All-inclusive rental costs.	£158,700 - Resurfacing of car park and drop off area - Replacement of entrance doors - WC refurb - Platform lift - Tea point and vinyl floor finish - Mechanical & electrical services.	<u>£180,370</u>

<b>Melville Centre</b>	<b>No additional cost</b> No rental cost as existing management agreement transfers all income, including rent, to MCC. MCC currently incur utility costs for the property.	<b>£135,355</b> - Resurfacing of car park, - Widening of approach path and replacement of entrance door - WC improvements - installation of evac chair - Mechanical & electrical services. - Tea point and vinyl floor finish	<b><u>£135,355</u></b>
<b>Tudor Street Building</b>	<b>£23,166 pa</b> (electricity, gas and water – based on pre-pandemic consumption when building was partially occupied)  No rent payable as MCC owned and operated asset but additional maintenance costs will be incurred.	<b>£150,075</b> - Resurfacing of car park - refurbishment of approach access and upgrade to external areas - Garden clearance and footpath improvements, - WC improvements, - Redecoration - Mechanical & electrical services.	<b><u>£173,241</u></b>
<b>Bridges Centre, Drybridge House</b>	Rental cost would be payable. Awaiting rental proposal*	<b>£102,925</b> - Upgrade to parking approach, - WC improvements - Resurfacing external works  Accessible tea point if required	<b><u>£102,925*</u></b>
<b>Monnow Vale Health and Social Care Facility</b>	<b>No additional cost to MCC for use of the space.</b>	<b>£96,175</b> - Redecoration - WC facility - tea point - replacement of fire/access doors	<b><u>£96,175</u></b>
<b>Overmonnow Family Learning Centre</b>	<b>£9,021 pa</b> (electricity, gas and water based on pre-pandemic consumption when	<b>£127,650</b> - Improved pedestrian access including lighting,	<b><u>£136,671</u></b>



	<p>building was partially occupied)</p> <p>No rent payable as MCC owned and operated asset but additional maintenance costs will be incurred.</p>	<ul style="list-style-type: none"> <li>- Replacement of ramp and steps to entrance,</li> <li>- Remodelling and refurbishment of WC</li> </ul>	
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Notes:

- The annual utility cost has been provided by MCC's Energy Officer and reflects pre-covid consumption against forecasted 23/24 utility rates.
- The capital cost is inclusive of preliminary costs and are high level costings based on a combination of market rates and the comparable schemes.
- The costs are determined based on the information available at this time and following site inspection.

## 4.2 Final Options Appraisal Matrix

ABERGAVENTNY			
Appraisal Factor	Abergavenny Community Centre	Melville Centre	Tudor Street Building
<p><b>(i) How well the base matches the future requirements of the My Day My Life service. ( See Appendix 4)</b></p>	<p>The centre matches the future requirements well, meeting nearly all the essential criteria (subject to works):  <b>Essential Criteria: 14</b>                      Yes: 13                      Partially: 1                      No: 0  <b>Desirable Criteria: 3</b>                      Yes:2                      Partially: 0:                      No: 1</p> <p>However, the centre only partially meets criteria 10: <i>A building which can be safely and appropriately accessed by people being supported.</i> A dedicated My Day, My Life room can be offered at the heart of the centre, but away from the potential space for installation of accessible toilet and changing bed facility. This would require people to go outside of the building and down to the lower level to access the facilities. The other potential dedicated My Day, My Life room is situated adjacent to the site of the potential changing bed facilities but is in a part of the building which is isolated from the community activities.</p>	<p>It matches the future requirements well, meeting all the essential criteria (subject to works):  <b>Essential Criteria: 14</b>                      Yes: 14                      Partially:0                      No: 0  <b>Desirable Criteria:3</b>                      Yes: 1                      Partially:1                      No: 1</p> <p>It meets 1 of the 3 desirable criteria being a vibrant community setting. However, the garden area is small and doesn't provide gardening opportunities. The centre is planning to improve the garden area and there may be scope for gardening activities in the future. The catering kitchen is not accessible. Overall people using My Day, My Life were positive about the building and the things people said they like included:</p> <ul style="list-style-type: none"> <li>• Like going there/like the place</li> <li>• Like meeting friends there</li> <li>• A light/bright building</li> <li>• Parking</li> <li>• Staff there are lovely</li> <li>• Clean facilities</li> <li>• Dance Blast</li> <li>• Activities on offer</li> </ul>	<p>The centre matches the future requirements well, meeting nearly all the essential criteria (subject to works):  <b>Essential Criteria: 14</b>                      Yes: 13                      Partially: 1                      No: 0  <b>Desirable Criteria:3</b>                      Yes: 1                      Partially:0                      No: 2</p> <p>However, only partially meets criteria 3: <i>Is a meeting place for people who receive My Day, My Life services but also used by the community.</i> The Tudor Street building is a social services building, it will offer a meeting place for My Day, My Life but it is not used by the community. It meets 1 of the 3 desirable criteria as it has large garden where gardening activities could take place (subject to accessibility works). However, it does not meets 2 of the 3 desirable criteria as it is a specialist social services facility without community involvement and the kitchen is not accessible.</p>

	<p>It meets 2 of the 3 desirable criteria as it is a vibrant community setting and has a pleasant garden which is an important aspect for the people who use the service. However, the catering kitchen is not accessible.</p> <p>Feedback from people using the My Day, My Life service was mixed. Not everyone was familiar with the building. A few positive comments were made including:</p> <ul style="list-style-type: none"> <li>• Quite nice there/seems OK</li> <li>• Nice Garden</li> <li>• Place to meet friends</li> <li>• Good parking</li> <li>• Nice building</li> </ul> <p>The things people didn't like included:</p> <ul style="list-style-type: none"> <li>• Limited outdoor space/small garden</li> <li>• Parking at back (and spaces too tight for users of wheelchairs)</li> <li>• Not accessible for people with physical disabilities</li> <li>• No wheelchair accessible toilets or changing bed,</li> </ul>	<ul style="list-style-type: none"> <li>• Big building</li> <li>• Busy/lots going on</li> <li>• Big outdoor space</li> <li>• Places to sit and talk</li> <li>• Close to town</li> </ul> <p>There were a few things people said they don't like which included:</p> <ul style="list-style-type: none"> <li>• Not own space</li> <li>• Small Room</li> <li>• In accessible &amp; no accessible toilet facilities</li> <li>• Small kitchen</li> <li>• No space for integration of groups</li> <li>• Poor parking</li> </ul>	<p>Overall people were positive about the building and the things people said they like included:</p> <ul style="list-style-type: none"> <li>• A nice building</li> <li>• Really liked the activities there</li> <li>• Use of a variety of rooms</li> <li>• Familiar with building</li> <li>• Beautiful garden</li> <li>• Accessible building &amp; toilet facilities</li> <li>• Good facilities</li> <li>• Lovely big, open light building</li> <li>• Sensory room</li> <li>• Computer room</li> </ul> <p>The things people said they don't like included:</p> <ul style="list-style-type: none"> <li>• Building is too old.</li> <li>• Noisy wind</li> <li>• Got bored here, wanted to be out and about.</li> <li>• Not enough going on, too much sitting</li> </ul>
<p>(ii) <b>Costs</b></p> <ul style="list-style-type: none"> <li>• Any necessary works to the building.</li> <li>• The additional revenue costs to MCC</li> </ul>	<p><b>Works to the building:</b></p> <ul style="list-style-type: none"> <li>• The building currently has an accessible toilet and the potential for works to be undertaken to provide a changing bed and hoist.</li> <li>• Potential to improve access to the building , surfaces and upgrade doors.</li> </ul>	<p><b>Works to the building:</b></p> <ul style="list-style-type: none"> <li>• The site has the potential to upgrade the current facility to provide an accessible toilet and the provision of a changing bed and hoist.</li> <li>• Potential to improve existing access including widening approach path and</li> </ul>	<p><b>Works to the building:</b></p> <ul style="list-style-type: none"> <li>• The site currently has a changing bed facility and accessible toilet which require upgrade to reach an acceptable standard.</li> <li>• The site has potential for works to be undertaken to provide appropriate access into the</li> </ul>

	<ul style="list-style-type: none"> <li>The total estimated cost of the works is <b>£158,700</b>.</li> </ul> <p><b>Additional Revenue Costs to MCC:</b></p> <ul style="list-style-type: none"> <li>£21,670 pa in all inclusive rent</li> </ul>	<p>replacement of accessible door with a powered solution.</p> <ul style="list-style-type: none"> <li>The total estimated cost of the works is <b>£135,355</b>.</li> </ul> <p><b>Additional Revenue Costs to MCC:</b></p> <ul style="list-style-type: none"> <li>No additional revenue costs</li> </ul>	<p>building and the grounds to ensure compliance with required standard.</p> <ul style="list-style-type: none"> <li>The total estimated cost of the works is <b>£150,075</b>.</li> </ul> <p><b>Additional Revenue Costs to MCC:</b></p> <ul style="list-style-type: none"> <li>Estimated £23,166pa for electricity, gas and water as building not in use currently.</li> </ul>
<p><b>(iii) Speed of implementation and future sustainability</b></p>	<p><b>Speed of implementation</b></p> <ul style="list-style-type: none"> <li>The building operator has confirmed that occupation of the 'base' could commence immediately following a decision on the preferred locations for Abergavenny (subject to any existing bookings).</li> <li>This is a larger project which requires greater consideration of onsite activities and may take closer to 12-16 weeks, subject to final build specification.</li> <li>The procured contractor will work closely with building operators to minimise the impact and disruption caused to the operations of the remainder of the property during works.</li> </ul> <p><b>Future Sustainability</b></p>	<p><b>Speed of implementation</b></p> <ul style="list-style-type: none"> <li>The building operator has confirmed that occupation of the 'base' could commence immediately following a decision on the preferred locations for Abergavenny (subject to any existing bookings).</li> <li>This is a larger project which requires greater consideration of onsite activities and may take closer to 12-16 weeks, subject to final build specification.</li> <li>The procured contractor will work closely with building operators to minimise the impact and disruption caused to the operations of the remainder of the property during works.</li> </ul>	<p><b>Speed of implementation</b></p> <ul style="list-style-type: none"> <li>Occupation of the 'base' would require completions of certain immediate building work as it has been unoccupied for the last 3 years.</li> <li>This is a larger project which requires greater consideration of onsite activities and may take closer to 12-16 weeks, subject to final build specification.</li> <li>The procured contractor will work closely with building operators to minimise the impact and disruption caused to the operations of the remainder of the property during works.</li> </ul>

	<ul style="list-style-type: none"> <li>The centre trustees have expressed their desire to expand the range of opportunities available to the community including its potential partnership with MY DAY, MY LIFE. The size of the building and its grounds offer potential for flexibility for future developments.</li> </ul>	<p><b>Future Sustainability</b></p> <ul style="list-style-type: none"> <li>The trustees are keen to expand the range of opportunities available to the community and increase involvement with MY DAY, MY LIFE and the community more widely. The size of the building and its grounds offer potential for flexibility for future developments.</li> </ul>	<p><b>Future Sustainability</b></p> <ul style="list-style-type: none"> <li>The size of the building is disproportionately large to the number of people receiving MY DAY, MY LIFE services, there is potential for flexibility for future service developments. There is also potential to develop the building further for other community opportunities.</li> </ul>
(iv) <b>Impact on other community spaces</b>	<ul style="list-style-type: none"> <li>The current community facilities in the area are not utilised to their full potential.</li> <li>Basing MY DAY, MY LIFE here would have a positive impact on maximising the use of existing community resources.</li> </ul>	<ul style="list-style-type: none"> <li>The current community facilities in the area are not utilised to their full potential.</li> <li>Basing MY DAY, MY LIFE here would have a positive impact on maximising the use of existing community resources.</li> </ul>	<ul style="list-style-type: none"> <li>For the future base to be located within a vibrant community hub, the Tudor Street building would need to be developed as a community facility.</li> <li>Developing this as another community facility could potentially negatively impact on other local community facilities resulting in existing community facilities not being utilised to their maximum capacity.</li> </ul>
<b>MONMOUTH</b>			
<b>Appraisal Factor</b>	<b>Bridges Centre</b>	<b>Monnow Vale Health and Social Care Facility</b>	<b>Overmonnow Family Learning Centre</b>
(i) <b>How well the base matches the future requirements of the My Day My Life service.</b>	<p>The centre matches the future requirements fairly well, meeting the majority of the essential criteria (subject to works):</p> <p><b>Essential Criteria:14</b>  Yes: 12  Partially: 0  No: 2  <b>Desirable Criteria: 3</b></p>	<p>The centre matches the future requirements fairly well, meeting the majority of the essential criteria (subject to works):</p> <p><b>Essential Criteria: 14</b>  Yes: 11  Partially:1  No: 2  <b>Desirable Criteria : 3</b></p>	<p>The centre matches the future requirements fairly well, meeting the majority of the essential criteria (subject to works):</p> <p><b>Essentials:14</b>  Yes: 12  Partially:2  No: 0</p>

	<p>Yes:1 Partially: 0 No: 2</p> <p>However, the centre does not meet 2 essential criteria: (2) <i>Offers dedicated My Day, My Life room/rooms which are always available during the service's hours of operation where people being supported feel they are safe and belong, and (13) Has a safe and accessible outdoor space/garden area which people can enjoy.</i></p> <p>A dedicated room can only be made available only Monday, Wednesday and Friday and the only outdoor space is adjacent to the car park.</p> <p>It meets 1 of the 3 desirable criteria being a vibrant community setting. However, the outdoor area is small and doesn't offer gardening opportunities and the catering kitchen is not accessible.</p> <p>Overall people were positive about the building and the things people said they like included:</p> <ul style="list-style-type: none"> <li>• Fashion show</li> <li>• Community Activities and Tea Dance</li> <li>• Meeting the public and lunch in the Café</li> <li>• Beautiful building</li> </ul>	<p>Yes: 0 Partially:0 No: 3</p> <p>However, the centre does not meet 2 essential criteria: (3) <i>Is a meeting place for people who receive My Day, My Life services but also used by the community and (7) Has appropriate facilities to hold special events.</i> My Day, My Life would have two dedicated rooms but there is very limited community activity as this is a dedicated health and social care facility and no larger spaces to hold special events.</p> <p>It does not meet any of the desirable criteria as it is not a vibrant community building, or have an accessible kitchen or a garden where gardening activities can take place.</p> <p>Overall people were positive about the building and the things people said they like included:</p> <ul style="list-style-type: none"> <li>• Restaurant</li> <li>• Easy Parking</li> <li>• No stairs</li> <li>• Very clean</li> <li>• Staff very friendly</li> <li>• Meeting community</li> <li>• Two big rooms for activities</li> </ul>	<p><b>Desirable:</b> Yes: 2 Partially:1 No: 0</p> <p>However, the centre only partially meets 2 essential criteria: (1) <i>Is located where all the action is in the town centre, not out of the way, and (3) Is a meeting place for people who receive My Day, My Life services but also used by the community.</i> It is located slightly further from the town centre and there is limited community use at present.</p> <p>It meets 2 of the 3 desirable criteria as it has an accessible kitchen and a large garden which people can do gardening activities with an existing community garden group. It only partially meets being a vibrant community setting as there is only some limited community involvement at present.</p> <p>Overall people were positive about the building and the things people said they like included:</p> <ul style="list-style-type: none"> <li>• Cooking</li> <li>• Ability to make lunch together.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Easy parking, access and no stairs</li> <li>• Accessible changing facilities</li> <li>• Activities and courses</li> </ul>	<ul style="list-style-type: none"> <li>• Good dinner.</li> <li>• Activities</li> <li>• Access</li> </ul>	<ul style="list-style-type: none"> <li>• Gardening – grass and hedge cutting, planting</li> <li>• Opportunity for activities –</li> <li>• Good place to get together and to access the community from.</li> <li>• Outside space</li> <li>• Adjustable tables</li> <li>• Different rooms</li> <li>• Parking</li> </ul> <p>The things people said they don't like included:</p> <ul style="list-style-type: none"> <li>• Entrance too small for bus, car</li> <li>• Taking my own dinner</li> </ul>
<p>(ii) <b>Costs</b></p> <ul style="list-style-type: none"> <li>• Any necessary works to the building.</li> <li>• The additional revenue costs to MCC</li> </ul>	<p><b>Works to the building:</b></p> <ul style="list-style-type: none"> <li>• The building has changing bed facilities already in place, with ceiling track hoist and an accessible toilet. This requires some work to upgrade and update.</li> <li>• Work required to upgrade parking approach and resurfacing.</li> <li>• The total estimated cost of the works is <b>£102,925</b>.</li> </ul> <p><b>Additional Revenue Costs to MCC:</b></p>	<p><b>Works to the building:</b></p> <ul style="list-style-type: none"> <li>• The building currently has accessible toilets and works would be needed to provide a changing bed and hoist. Some works required on fire doors.</li> <li>• The total estimated cost of the works is <b>£96,175</b>.</li> </ul>	<p><b>Works to the building:</b></p> <ul style="list-style-type: none"> <li>• The building currently has accessible toilets and works would be needed to provide a changing bed and hoist.</li> <li>• The site has potential for works to be undertaken to improve pedestrian access and lighting.</li> <li>• The total estimated cost of the works is <b>£127,650</b>.</li> </ul> <p><b>Additional Revenue Costs to MCC:</b></p>

	<ul style="list-style-type: none"> <li>Rental costs would be payable, awaiting rental proposal.</li> </ul>	<b>Additional Revenue Costs to MCC:</b> <ul style="list-style-type: none"> <li>No additional costs</li> </ul>	<ul style="list-style-type: none"> <li>Estimated £9,021 pa for electricity, gas and water as building not in use currently.</li> <li></li> </ul>
<b>(iii) Speed of implementation and future sustainability</b>	<b>Speed of implementation</b> <ul style="list-style-type: none"> <li>The building operator has confirmed that occupation of the 'base' could commence immediately following a decision on the preferred locations for Monmouth (subject to any existing bookings).</li> <li>The building works proposed can be completed within an 8 week period (subject to any mitigation required to accommodate existing users).</li> <li>The procured contractor we will work closely with building operators to minimise the impact and disruption caused to the operations of the remainder of the property during works.</li> </ul> <b>Future Sustainability</b> <ul style="list-style-type: none"> <li>The centre manager is open to developing a partnership with My Day, My Life. The building is almost fully utilised, little scope for potential flexibility for future developments.</li> </ul>	<b>Speed of implementation</b> <ul style="list-style-type: none"> <li>Occupation of the 'base' could commence immediately following a decision on the preferred locations for Monmouth.</li> <li>The building works proposed can be completed within an 8 week period (subject to any mitigation required to accommodate existing users).</li> <li>The procured contractor we will work closely with building operators to minimise the impact and disruption caused to the operations of the remainder of the property during works.</li> </ul> <b>Future Sustainability</b> <ul style="list-style-type: none"> <li>The facility is fully utilised providing health and social care services and therefore very little if any scope for potential flexibility for future developments.</li> </ul>	<b>Speed of implementation</b> <ul style="list-style-type: none"> <li>Occupation of the 'base' could commence immediately following a decision on the preferred locations for Monmouth.</li> <li>This is a larger projects which requires greater consideration of onsite activities and may take closer to 12-16 weeks, subject to final build specification.</li> <li>The procured contractor we will work closely with building operators to minimise the impact and disruption caused to the operations of the remainder of the property during works.</li> </ul> <b>Future Sustainability</b> <ul style="list-style-type: none"> <li>It is a relatively small building so limited scope for future developments.</li> </ul>
<b>(iv) Impact on other community spaces</b>	<ul style="list-style-type: none"> <li>The current community facilities in the area are not utilised to their full potential.</li> </ul>	<ul style="list-style-type: none"> <li>Monnow Vale Health and Social Care Facility is primarily a health and social facility and as such has very limited if</li> </ul>	<ul style="list-style-type: none"> <li>Further development would be needed to expand as a community facility, as current community use is very limited.</li> </ul>



	<ul style="list-style-type: none"> <li>• Basing My Day, My Life here would have a positive impact on maximising the use of existing community resources.</li> </ul>	<p>any potential for development as a community facility.</p> <ul style="list-style-type: none"> <li>• If it were the future base, there would be no impact on other local community facilities.</li> </ul>	<ul style="list-style-type: none"> <li>• This could potentially negatively impact on other local community facilities as it could result in more community facilities not being utilised to their maximum capacity.</li> </ul>
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## **5. Conclusions**

### **5.1 Advantages and Disadvantages of each building**

#### ***Abergavenny***

##### *Abergavenny Community Centre*

###### *Advantages*

- The centre matches the future requirements well, meeting 13 of 14 of the essential criteria (subject to works) and meeting 2 of the 3 desirable criteria.
- The building currently has an accessible toilet and works can be undertaken to provide a changing bed and hoist.
- The building operator has confirmed that occupation of the 'base' could commence immediately following a decision on the preferred location.
- The centre trustees have expressed their desire to expand the range of opportunities available to the community including its potential partnership with My Day, My Life. The size of the building and its grounds offer potential for flexibility for future service developments.
- An existing vibrant community facility, whose values are consistent with the ethos of the My Day, My Life service and its future development.
- The centre has a wide variety of community activities and opportunities available; people were positive about the potential of this building as a future base.
- Basing My Day, My Life here would have a positive impact on maximising the use of existing community resources.
- Future sustainability would be positively impacted through the sharing of operational running costs.

###### *Disadvantages*

- A dedicated My Day, My Life room can either be offered at the heart of the centre, but away from the potential space for the changing bed facility or situated adjacent to the site of the potential changing bed facilities but is in a part of the building which is isolated. Neither option is suitable.
- The estimated costs of the adaptation works are the highest of the three buildings under consideration in Abergavenny.
- There are additional revenue costs associated with basing My Day My Life at the centre.

#### ***Melville Centre***

###### *Advantages*

- It matches the future requirements well, meeting all 14 essential criteria and meeting 2 out of the 3 desirable criteria fully or partially.
- The site has the potential to upgrade the current facility to provide an accessible toilet and the provision of a changing bed and hoist.
- The estimated costs of the adaptation works are the lower of the three buildings under consideration in Abergavenny.
- The building operator has confirmed that occupation of the 'base' could commence immediately following a decision on the preferred location.

- The trustees are keen to expand the range of opportunities available to the community and increase involvement with My Day, My Life and the community more widely. The size of the building and its grounds offer potential for flexibility for future service developments.
- An existing vibrant community facility, whose values are consistent with the ethos of the My Day, My Life service and its future development.
- Overall people using My Day, My Life were positive about the building.
- Basing My Day, My Life here would have a positive impact on maximising the use of existing community resources.
- There are additional revenue costs associated with basing My Day My Life at the centre.

### *Disadvantages*

- The garden area is small and doesn't provide gardening opportunities. The centre is planning to improve the garden area and there may be scope for gardening activities in the future. The kitchen is small and not accessible.

### *Tudor Street Building*

#### *Advantages*

- The centre matches the future requirements well, meeting 13 of 14 essential criteria and meeting 1 of the 3 desirable criteria as it has large garden where gardening activities could take place.
- The site currently has a changing bed facility and accessible toilet which require upgrade to reach an acceptable standard.
- The site has potential for works to be undertaken to provide appropriate access into the building and the grounds to ensure compliance with required standard.
- The centre is very familiar to people who currently use My Day, My Life services, and people were positive about its potential as a future base.
- There is potential scope to develop the building further for future service developments.

#### *Disadvantages*

- It is a specialist social services facility without community involvement and the kitchen is not accessible.
- The size of the building is disproportionately large to the number of people receiving My Day, My Life services.
- It would need to be developed as a community facility which could potentially negatively impact on other local community facilities resulting in existing community facilities not being utilised to their maximum capacity.
- The Tudor Street building is currently a segregated social services facility and therefore, not a vibrant community space.
- Occupation of the 'base' would require completions of certain immediate building work as it has been unoccupied for the last 3 years.
- The estimated costs of the adaptation works are the second highest of the three buildings under consideration in Abergavenny.
- The additional revenue costs to the Council are the highest.
- Future sustainability would be dependent upon MCC bearing the full running costs.

## **Monmouth**

### *Bridges Community Centre*

#### *Advantages*

- The centre matches the future requirements fairly well, meeting 12 of 14 of the essential criteria.
- The building has changing bed facilities already in place, with ceiling track hoist and an accessible toilet. This requires some work to upgrade and update.
- The building operator has confirmed that occupation of the 'base' could commence immediately following a decision on the preferred locations for Monmouth (subject to any existing bookings).
- The centre manager is open to developing a partnership with My Day, My Life.
- Basing My Day, My Life here would have a positive impact on maximising the use of existing community resources.
- An existing vibrant community facility, whose values are consistent with the ethos of the My Day, My Life service and its future development.
- The centre is currently used by some people who currently use My Day, My Life services, for different activities and people were positive about its potential as a future base.
- Future sustainability would be positively impacted through the sharing of operational running costs.

#### *Disadvantages*

- A dedicated room can only be made available on Monday, Wednesday and Friday.
- The outdoor area is small, adjacent to the car park and doesn't offer gardening opportunities and the catering kitchen is not accessible.
- The building is almost fully utilised, little scope for potential flexibility for future service developments.
- The estimated costs of the adaptation works are the second highest of the three buildings under consideration in Monmouth.
- The additional revenue costs to the Council maybe the highest ( awaiting costs)

### *Monnow Vale Health and Social Care Facility*

#### *Advantages*

- The centre matches the future requirements fairly well, meeting 11 of 14 of the essential criteria.
- The building currently has an accessible toilet and works can be undertaken to provide a changing bed and hoist.
- Occupation of the 'base' could commence immediately following a decision on the preferred location for Monmouth.
- The centre is very familiar to people who currently use My Day, My Life services, and people were positive about its potential as a future base.
- The estimated costs of the adaptation works are the lowest of the three buildings under consideration in Monmouth.

### *Disadvantages*

- However, the centre does not meet 2 essential criteria. My Day, My Life would have two dedicated rooms but there is very limited community activity as this is a dedicated health and social care facility and no larger spaces to hold special events.
- It does not meet any of the desirable criteria as it is not a vibrant community building or have an accessible kitchen or a garden where gardening activities can take place.
- The facility is fully utilised providing health and social care services and therefore very little if any scope for potential flexibility for future service developments.
- Monnow Vale is primarily a health and social facility and as such has very limited if any potential for development as a community facility.
- There are no additional revenue costs to the Council.
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### *Overmonnow Family Learning Centre*

#### *Advantages*

- The centre matches the future requirements fairly well, meeting 12 of 14 of the essential criteria.
- It has an accessible kitchen and a large garden which people can do gardening activities with an existing community garden group.
- The building currently has an accessible toilet and works can be undertaken to provide a changing bed and hoist.
- The centre is very familiar to people who currently use My Day, My Life services, and people were positive about its potential as a future base.
- The building has fully accessible kitchen.

#### *Disadvantages*

- The centre only partially meets 2 essential criteria because it is located slightly further from the town centre and there is limited community use at present.
- It is a relatively small building so limited scope for future service developments.
- Further development would be needed to expand as a community facility, as current community use is very limited. This could potentially negatively impact on other local community facilities as it could result in more community facilities not being utilised to their maximum capacity.
- The estimated costs of the adaptation works are the highest of the three buildings under consideration in Monmouth.
- There are additional revenue costs to the Council, possibly the second the highest.
- Future sustainability would be dependent upon MCC bearing the full running costs.

## **5.2 Recommendations**

The recommendations for Abergavenny and Monmouth are based on the detailed assessment against each of the four key aspects:

- a) How well the base matches the future requirements of the My Day My Life service.
- b) Costs
- c) Speed of implementation and future sustainability

#### d) Impact on other community spaces

### 5.2.1 Abergavenny

While Abergavenny Community Centre has many positive aspects, having the main room for My Day, My Life and the changing bed facilities in different levels, or locating the My Day, My Life base in the lower level away from the main community facilities, rules it out of final consideration.

The Tudor Street building and the Melville Centre both meet the future requirements of the My Day, My Life service, with the main distinction in this aspect being that the Melville Centre is an existing vibrant community facility while the Tudor Street building is a specialist social services facility. While there is potential for the Tudor Street building to be developed as a more inclusive community space, this could have a detrimental effect on other nearby community spaces (including Abergavenny Community Centre and the Melville Centre) as it would be competing with them for the room hire income that they all need. In contrast, locating in the Melville Centre will improve its sustainability as well as resulting in a more accessible venue for the whole community.

Both will require initial capital investment but Tudor Street will incur an additional revenue cost to the Council of £23,166 pa. whereas there are no additional revenue costs associated with the Melville Centre.

In conclusion, the factors of location in a vibrant community facility, increasing accessibility in an existing community facility, and no additional revenue costs, lead to the Melville Centre being the recommended option for a base for My Day, My Life in Abergavenny.

### 5.2.3 Monmouth

The Bridges Centre offers the most vibrant community facility of the three options in Monmouth, but the inability to have a dedicated room throughout the week means that it does not meet the essential requirements for the My Day, My Life base.

Monnow Vale Health and Social Care Facility rates highly for its accessibility and cost but falls short on two essential requirements – a vibrant community space and flexible space for special events. It also does not meet any of the desirable requirements.

Overmonnow Family Learning Centre also has limited community use at present, but it does meet the other essential requirements and all the desirable requirements for the service. It would be the most expensive of the three potential locations but, as it offers the best match for a My Day, My Life base in Monmouth, it is the recommended option.

## 5.3 Next Steps

- Seek approval of recommendations for future service bases from Cabinet on 11<sup>th</sup> October 2023.
- Subject to Cabinet approval, develop an implementation plan to:
  - Inform people and families of the approved future service bases.
  - Develop a formal agreement with building operator as required.
  - Procure contractors to undertake necessary works.
  - Carry out necessary works.
  - Commission buildings in preparation for opening.

