



**Richmond Mencap
Our plans for
April 2016 to March 2017
“Healthy Living and Healthy Lifestyles”**

**The Voice of Learning
Disability in the Borough of
Richmond upon Thames**

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Part 1: About us

This Plan is about what we do now and what we plan to do in the year April 2016 to March 2017.

We want as many people as possible to see our plan, including

- Our members and people who are interested in what we do
- The children, young people and adults who use our services and their carers
- The people and organisations who give us money to help us pay for the things we do
- The people and organisations we work with

Our Organisation

How we started

Richmond Mencap started in the 1960's.

Since then we have worked with and for children, young people and adults with learning disabilities and their families in the London Borough of Richmond.

We became a registered charity in 1984 and became a company limited by guarantee in 2003.

We are an independent organisation but also work with the Royal Mencap Society (National Mencap) supporting their work and campaigns. We also get helpful information, advice and support from National Mencap.

What we want

We want children, young people and adults with learning disabilities and their families to have the same rights as everyone else. We want them to:

- Be able to choose how they live their lives
- To have the opportunity to do things that others do
- To be respected for who they are
- To have the support they need to do what they want to do

How we will work and what we will do

We will:

- Listen to children, young people and adults with learning disabilities and their family carers and speak out on their behalf
- Provide information and help – and tell people about all the services and activities that they may like to know about or that they might need help from
- Help to meet the needs and wishes of children, young people and adults with learning disabilities and their family members by offering different activities and opportunities
- Help all people in Richmond borough to be more aware of and understand about learning disabilities
- Help children, young people and adults with learning disabilities to have greater choice about how they live their lives and make sure they are treated fairly

Our people

The Joint Presidents: Dr Tania Mathias MP Zac Goldsmith MP

The Management Committee

We have six people on our management committee this year. 2 of these are family carers. The people on our committee are:

Denise Carr: The Chair (In charge of the Committee)

Richard Poxton: The Vice Chair (Helps the Chair)

Tony Holdsworth: The Treasurer (Looks after our money)

and

Richard Jeffries, Pammie Rayment, Nandini Mane

The committee oversees the work of the charity. They help with the running of the charity doing things like managing our money, raising money to help us do all the things we do and attending meetings and events on behalf of Richmond Mencap.

Our Staff

We have 2 full-time staff members, these are:

Teresa Jones: The Chief Officer

Laura Turner: The Senior Development Officer

We have 2 part-time staff members, these are:

Max Turner: who looks after our website. He also does all our information including our monthly “What’s On” Calendar of Events and Quarterly Newsletters, as well as all our leaflets and flyers.

Sybil Lewis: is our volunteer coordinator. Sybil works with us and with Richmond Homes and Lifestyle Trust. Her job is to find us volunteers and to look after all the volunteers who work with us.

We also have staff who work on all of our different activities and projects throughout the year.

Our Volunteers

We have about 30 volunteers who help us with different things, like helping in the office or with the different activities and projects we do.

We have all sorts of volunteers, like students, parents and carers, people with learning disabilities and other people who are interested in what we do.

Our Members

Our members include children, young people and adults with learning disabilities, their family members and others who take an interest in what we do.

Part 2: What we did last year

We do lots of things that support children, young people and adults with learning disabilities and their families. We listen to what people say they want and use this to plan what we do. We work with other organisations too.

- We gave people information and help – and told them about all the services and activities that they may like to know about or that they might need help from. We have had regular contact with about 1,000 people. This includes people with learning disabilities, their carers and family members, people working with them and people with an interest in learning disabilities.
- We ran 3 residential group holidays for 30 people. People also booked holidays at Richmond Mencap's bungalow in Eastbourne.
- For children and young people we ran fun school holiday activities in the summer and during half-terms. We also ran Club 47, an after school youth club and a weekend disco once a month on a Sunday for teenagers. A total of 50 children/young people attended one or more of these activities
- We ran a range of holiday activities in the summer for young adults which were attended by a total of 28 people.
- We ran a range of activities for adults. These included regular activities like the Something to Say theatre group, The Meeting Place and Wii and Pizza. We also did some extra things like a Summer Ball and a Barn Dance
- We helped people with learning disabilities to speak for themselves and to tell other people what's important to them.
- We ran Quality Checkers. They visited 30 residential and supported living places around the borough and found out what it's like to live there.

- We ran a weekly Job Club for people with learning disabilities. 9 people found placements as volunteers. 2 more did work-experience placements and 2 people started work in paid jobs.
- We offered Learning Disability Awareness Training to other people in the borough like GP's and the police
- We made sure people who run other services in Richmond, like the council and health services, listened to what people with learning disabilities thought. In particular we supported the Working Together Group who represent people with learning disabilities on the Learning Disability Partnership Board.

We also

- Sent out 12 Activities calendars – one for each month
- Sent out 4 Newsletters
- Held a very successful week of events celebrating Learning Disability Awareness Week. We did this together with other organisations.
- Went to lots of meetings, including the Learning Disability Partnership Board, to make sure people who make important decisions in Richmond, know what people with learning disabilities want
- Ran Richmond Forum meetings to support people to have a say on things that are important to them

Why we do, what we do

- We make sure people with learning disabilities have the information they need so they can make choices about how they live their lives and can find the support they need to help them do this
- We run groups and activities so that children, young people and adults with learning disabilities can spend time with their friends and make new friends too

- We also run activities to give carers a break from their caring role
- We help people with learning disabilities to speak for themselves and to tell other people what's important to them because we know it's important for people with learning disabilities to have their say and be listened to.

How we found out how well we did

We asked people what they thought about what we do.

We asked children, young people and adults with learning disabilities what they thought. We asked their carers too. We also asked our staff and volunteers.

Some people wrote down what they think and some people told us. We asked them what was best about Richmond Mencap, what things we could do better and what other things they would like us to do.

It was difficult for some people to tell us what they thought so we watched them to see if they were happy and enjoying what they did or not - then we wrote this down. We also asked their carers and the people who support them what they thought too.

We told our funders about what we had been doing and what people think about what we do. This helped our funders to see how we have spent their money and to see that we have used their money to help people with learning disabilities.

We're trying to get ourselves better organised at looking how we do things and whether we can improve. We are now using something called Pqasso, which is a system especially for small organisations like us. Pqasso helps us to look at everything we do and at how we do things, to see if we can do things better.

Part 3: What we plan to do this year

The important things we want to do in 2016/2017

National Mencap has chosen some important things they want to do over the next 5 years. We think these things are important too – so we want to include these in our plans

People have told us that they would like us to continue running our usual activities – So we will be doing that.

National Mencap wants to: Raise awareness and change attitudes.

Richmond Mencap will:

- Find ways to reach more people with learning disabilities living in Richmond to make sure they know what help and support is out there.
- Work with others to do lots of things in the borough for Learning Disability Awareness week in June
- Continue to improve our website and other things like our Newsletter and Monthly Calendar of Events, so that it's easy for people to find the information they're looking for

National Mencap wants to: Make a difference to the lives of people with a learning disability here and now.

Richmond Mencap will:

- Continue to work well with the Residential and Supported Living places around the borough.
- Run a special events programme for the year that everyone can come to with events like a Summer Ball, a Boat Trip, a Barn Dance and a Christmas Party.

National Mencap wants to: Support friendships and relationships

Richmond Mencap will:

Continue to run our usual activities like.....

- Something to Say
- The Meeting Place
- Working Together Group
- Wii & Pizza
- Holiday Opportunities Project
- Residential Holidays
- Our Eastbourne bungalow
- Employability Job Club
- Richmond Forum

National Mencap wants to: Improve health for people with a learning disability

Richmond Mencap will:

- Make sure that we tell everyone our theme this year which “Healthy Living, Healthy Lifestyles” and help people to find ways of being more healthy
- Continue with the Quality Checkers programme they started last year and do some additional quality checking looking at health issues
- Work with other people, including members of the Learning Disability Partnership Board, to make sure all the things in the Big Action Plan get done

National Mencap wants to: Give children the best start in life

Richmond Mencap will:

Continue to run our usual activities like.....

- Club 47, an after school club for young people ages 12 - 17
- Summer/Autumn/Winter Fun, school holiday activities for children and young people ages 8 - 17
- Activity Station Sunday Club, a disco evening for teenagers

We also want to:

- Continue to offer support to parents, carers and family members
- Listen to people and improve the way we work by:
 - Holding events to ask people what they think about us....such as Cake and a Cuppa and the Holiday Re-union
 - Use feedback forms and surveys to find out what people think
 - Look at everything we do very carefully to find out what we can do better. We're going to use a system called Pqasso to help us do this
 - Improve the way we keep information. We're going to use a system on the computer called Charity Log to help us do this

Part 4: Looking to the Future 2016/17 and Beyond

The trustees are responsible for looking at what we do and thinking about the future. Things are always changing and sometimes it gets difficult for small organisations like us. The Trustees want to make sure that Richmond Mencap can keep going.

Some of the things that are changing at the moment might have a big effect on services for people with learning disabilities. Such as:

- Richmond Council is now going to do lots of things together with Wandsworth council. This way they can both save money by having less staff and managers. We're not sure yet how this will affect us but we have to keep a close watch on what's happening.
- The Government is giving less money to local councils and each year Richmond gets a smaller amount of money to do all the things it needs to. That means they are always having to look at how they can save money. We need to make sure that people with learning disabilities get the services they need and that the council asks them about the plans they have and listen to what people with learning

disabilities and their carers have to say about what's important to them.

The Trustees go to lots of different meetings and events so they can keep up to date with what's happening for people with learning disabilities in the borough. The Executive committee meets regularly to talk and plan. They talk about things like:

- Have we got good up to date policies which make sure we do things properly?
- Do we look after our money carefully to make sure we can pay for everything we do?
- Are there other people and organisations we could work with to offer better opportunities to people with learning disabilities?
- Are we making sure people with learning disabilities have the opportunity to do the things they want to?
- Are we helping people with a learning disability to say what's important to them?

We need to make sure that we are as ready and prepared as we can be for what might happen in the future. We do our best to keep up to date so we can make good plans.

Teresa Jones
Chief Officer
March 2016

Extra Information 1

The money we expect to have and how we plan to spend it

Projected Income	£	
London Borough of Richmond	100,732	Grants and Contracts
Grants from other Charities	61,830	
Charges to Clients	21,800	
Fund raising and other income	<u>27,270</u>	
Total Income	211,632	
Projected Expenditure		
Welfare & Information	17,712	
The Meeting Place	8,123	
Summer Fun	31,981	
Holiday Opportunities	17,522	
Client Holidays	31,201	
Holiday Home	7,824	
Charity Administration	6,124	
Partnership Board/Working Together	12,246	
Child Commission/Club 47	24,189	
Richmond Forum	6,123	
Something to Say	7,098	
Volunteer Coordination	15,478	
Employment Opportunities	9,548	
Wii and Pizza	4,029	
Fund Raising	3,330	
Quality Checkers	<u>7,723</u>	
Total Expenditure	210,251	
Predicted Surplus	<u>1,381</u>	

Numbers

Adults

This information is from “Our Big Plan” September 2015 (Richmond Learning Disability Strategy 2015 – 2020)

It’s difficult to know exactly how many people with learning disabilities live in Richmond.

The government think that the numbers below might be about right.

Age Group	2014	2015	2020
18-24	333	333	332
25-34	687	682	682
35-44	837	845	860
45-54	659	672	722
55-64	452	459	521
Total	2,968	2,991	3,118

These numbers include people with a mild learning disability. Numbers of people with a moderate or severe learning disability living in Richmond borough is probably about **668**.

As of April 2014 there were **420** social care service users with a learning disability over the age of 18.

Children

These numbers are from The Children and Young People's Plan 2013 – 2017

Category	Numbers
Pupils with SEND in state maintained school	1690
Children with statements (most will transfer to EHCP's)	861
Children with SEND in primary school	811
Children with SEND in secondary school	653
Children under 18 with ASD of which half are likely to also have a learning disability	480
Children currently receiving a service from the Children's Disability Team	150
Children with complex needs (long term/life limiting illness)	70 – 80
Children with very complex needs	27

Carers

It's difficult to know how many family carers of children and adults with learning disabilities there are in Richmond borough.

Although, based on the numbers above, there are probably more than **800** children/young people and adults caring for/supporting a family member with a learning disability.