

Committee Name and Date of Committee Meeting

Health Select Commission – 18 June 2026

Report Title

Castle View Day Centre Transition Plan

Is this a Key Decision and has it been included on the Forward Plan?

No

Executive Director Approving Submission of the Report

Ian Spicer, Executive Director of Adult Care, Housing and Public Health

Report Author(s)

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Ward(s) Affected

Borough-Wide

Report Summary

This report provides an update on the transition into the Castle View Day Centre from the existing two sites at Maple Avenue, Maltby and Elliot Centre, Herringthorpe.

The transition progressed well with strong engagement from customers, carers and staff, and a structured and phased approach. Transition to the Day Centre from the existing two sites began week commencing 11 May 2026 and completed week commencing 26 May 2026.

Recommendations

1. That Health Select Commission receive the update on the phased Castle View transition.

List of Appendices Included

None

Background Papers

1. [Cabinet Report December 2021 - Proposals for the REACH Service](#)
2. [Cabinet Report update October 2022](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Castle View Day Centre Transition Plan

1. Background

- 1.1 Castle View is a new purpose-built day support service for adults with Autism and Learning Disabilities.
- 1.2 It brings the service together into one operational building, rather than operating over two sites as has been the case for several years.
- 1.3 The transition programme has been designed to support delivery of modern, person-centered services in a timeframe that suits the individuals and their needs.
- 1.4 The service was previously known as REACH Day Services and has now been renamed to Castle View.
- 1.5 In total there are 38 customers who attend the service, of these 4 are fully funded by Health.
- 1.6 There are 35 members of staff plus 1 admin and 3 managers.

2. Key Issues

- 2.1 Customers have received reviews of their needs, completed by Adult Social Care, prior to any move taking place.
- 2.2 Transitions have been timetabled based on the needs of each individual to ensure they have the correct support.
- 2.3 Staff consultation took place between 12 November 2026 and 12 December 2026 to engage with the team around the new operating model.

3. Options considered and recommended proposal

- 3.1 Options considered around the transition were:
 1. Move all customers and staff in from a specific date
 2. Stagger the transition to allow a phased approach to occupation
- 3.2 The recommended option was a phased transition, operating over three sites for a period of three weeks.
- 3.3 This ensured all staff and customers were able to safely transition and it was done with care and compassion, giving people the time they needed to adjust to a new setting.
- 3.4 Handing back the previous buildings took place on Monday 1 June 2026.

4. Consultation on proposal

- 4.1 The initial consultation period took place between 31 January 2022 and 30 April 2022. This was a 90 day public consultation to establish the views and needs of users of the REACH Day Service, their families, and carers and younger people preparing for adulthood, regarding the new service offer.
- 4.2 The outcomes were presented to Cabinet in October 2022, the approved option was for the Service to operate from one large newbuild centrally located building, complimented by community outreach support across the borough to support access to local communities.
- 4.3 Staff were consulted on the new operating model in conjunction with colleagues from HR.
- 4.4 Customers and their families / carers were kept updated with details of the build as it progressed and timelines for reviews and transition dates. This was done via newsletters and regular Parents and Carers meetings.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Transition into Castle View Day Centre transition began w/c 11 May 2026 with this due to be complete by w/c 1 June 2026.
- 5.2 Completion took place earlier than expected due to customers asking to transition sooner than planned:
- 5.3 13 – 15 May 2026 the number of customers each day was between 6/8 with the support of 6/7 staff
- 5.4 18 – 22 May 2026 the number of customers each day was between 14 & 17 with the support of 6/9 staff
- 5.5 25 – 29 May the number of customers each day was between 22 & 30 with the support of 15/16 staff

Total of customers transitioned by weeks

- 5.6 Week 1 – 7 customers
Week 2 – 25 customers
Week 3 – (end of) All fully transitioned

Accountable Officer(s)

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