

CABINET

18 April 2017

UPDATE TO OAKHAM LIBRARY/CHILDREN'S CENTRE EXTENSION

Report of the Director for Places (Development & Economy)

Strategic Aim:	All	
Key Decision: Yes	Forward Plan Reference: FP/130117/01	
Cabinet Member(s) Responsible:	<p>Cllr T Mathias – Leader of the Council and Portfolio Holder for Finance and Places (Highways, Transport and Market Towns).</p> <p>Cllr O Hemsley – Deputy Leader and Portfolio Holder for Growth, Trading Services and Resources</p> <p>Cllr R Foster – Portfolio Holder for Children and Young People (Safeguarding)</p> <p>Cllr A Walters – Portfolio Holder for Community Safety, Culture, Sport & Recreation and Environment.</p>	
Contact Officer(s):	Paul Phillipson, Director for Places (Development & Economy)	01572 758321 pphillipson@rutland.gov.uk
	Andrew Edwards, Head of Property Services	01572 758391 aedwards@rutland.gov.uk
Ward Councillors	Cllr B Callaghan, Oakham South East Cllr T Mathias, Oakham South East	

DECISION RECOMMENDATIONS

That Cabinet:

1. Approves an increase in the budget of up to £309,000 from CIL contributions for the Oakham Library refurbishment and the Children's Centre extension
2. Notes progress made towards the delivery of the combined Oakham Library and Children's Centre.

1. PURPOSE OF THE REPORT

- 1.1 To update Cabinet on the progress towards the delivery of a joint Children's Centre and Library and to seek additional budget to allow the completion of the works. Combined these works will provide an asset that will support services for the people of Oakham for the next 25 years.

2. BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 On the 21 June 2016 Cabinet approved the commitment of £220k to cover the provision of Essential Works on the Oakham Library (Report No.122/216).
- 2.2 This was followed on the 20th September 2016 by a second report that released £400k for the Relocation of the Children's Centre (Report No. 181/2016) and an additional £60k to support the refurbishment of the Library. At this time Cabinet also agreed to the combination of both projects – establishing a combined project budget of £680k.
- 2.3 Since the 20th September 2016 work has been progressing on a number of fronts and the following Milestones have been achieved:
- Planning Consent was granted by Full Council on the 14th November 2016.
 - Notice that Visions (Children's Centre) are going to vacate their current location by the 31st December 2017 was formally issued to Catmose College on the 27th February 2017. Although subject to programme an earlier surrender of the space currently occupied by 'Visions' is anticipated.
 - Designs are now complete and finishes identified for both the Library refurbishment and extension. Overall the facility has been designed to operate as one with a 'flow' between the Library and Children's Centre. The revised floor plans are attached at Appendix A to this report.
 - The main contractor for the refurbishment of the Library has been appointed and enabling work has been completed. The enabling work has included the temporary relocation of the library service to Rutland County Museum, demolition of internal walls, removal of asbestos, floor finishes and fixed furniture, suspended ceilings and grids and the 'strip-out' of electrical services. Work is scheduled for completion in late summer 2017 subject to the release of additional funding as requested in this report.
 - External works have commenced. This has included the 'cutting-back' of trees to the rear of the site to improve the visual aspect but also to open up the area to the rear of the extension. It has also included the removal of any trees with the potential to undermine foundations.
 - The main contractor for the extension for the Children's Centre has been identified and provisionally appointed. Work is scheduled for completion in late summer 2017 subject to the release of additional funding as requested in this report.

- Maximum costs have been agreed but detailed value engineering is still taking place. The maximum costs are included within this report at Paragraph 4.2.

3. SERVICE IMPROVEMENTS

- 3.1 With modernised library premises, it would be possible to install an “Open Access” system, which would allow the public to enter the building using their library card at defined hours when the library is unstaffed.
- 3.2 This would enable us to extend our opening hours beyond the present 44 hours per week, opening in the evening and early morning, delivering a much more accessible service to the public.
- 3.3 The “Open Access” system provided by Bibliotheca/3M (branded as ‘Open +’) has been trialled extensively across the country, including in Peterborough and Leicestershire, and is fully compatible with our self-service book loan system. There will be economies achieved by implementing the system during the current works and we anticipate further roll outs of this system to the remaining county libraries.
- 3.4 The installation of ‘Open Access’ is outside the scope of this project and not included within the costs. In recognition that there may be a requirement to install this in the future, sufficient capacity will be incorporated within the building infrastructure as part of these works.
- 3.5 Following removal of internal walls, shelving, counter, and enquiry desk, the space available within the library has significantly changed.
- 3.6 Due to the reconfiguration of the Atrium of the Library and the removal of the main desk there is an estimated additional 20% of public floor space is now available for use. This has enabled us to completely rethink the way in which the library operates. More flexible fixtures and fittings will be used to allow the space to operate in a different way.
- 3.7 Easily moveable units will allow the central atrium of the library to accommodate large meetings, events or performances. This added flexibility and improved storage will not only enable us to provide a much enhanced community facility, but allow groups to book and utilise the space throughout the year.

4. FINANCIAL IMPLICATIONS

- 4.1 As works have progressed it has become increasingly clear that the existing budget (£680k) will not be sufficient to deliver the scope of the project as presented in previous reports. As design has progressed additional works have been identified. These additional works include:
 - Further works to complete the replacement of the ‘flat roof’ covering the Library.
 - Removal of the Water Tank in the roof void of the Library.
 - Additional pruning of surrounding trees to ‘open-up’ the area around the future play area and remove over hanging Yew Trees with the potential to drop toxic

berries on the external play area

- Removal of a single tree that has the potential to undermine the Library foundations.
- Additional foundation works associated with the Children's Centre
- Following consultation with end-users an enhanced specification for the Children's Centre to ensure that it is 'future proofed' and fully meets the expectations of user groups.
- Additional drainage works around the Children's Centre.

4.2 Taking these factors into account the anticipated project cost is:

Description of Works	Costs (£000)
Design Fees (inc. site surveys etc.)	107
Children's Centre Extension	557
Library Refurbishment	325
Total Project Cost	989

4.3 Given that approved funding amounts to £680k the shortfall is currently £309k.

4.4 At the present time these costs represent the proposals provided by the contractors. They are currently undergoing scrutiny and Value Engineering is taking place to ensure that they reflect value for money for the Council. When this exercise is complete the revised figures will be provided by way of an addendum report prior to Cabinet on the 18th April 2017. This report will confirm the contract sum and the shortfall in funding.

4.5 It is proposed that the additional budget of £309k be funded from Community Infrastructure Levy (CIL).

5. CONSULTATION

5.1 Significant consultation has taken place. Informally Cabinet have been consulted on the financial implications and stakeholders, including end-users and staff, have been consulted on the layout and finishes.

5.2 Consultation has taken place with families accessing services through the Children Centre which included a week long 'have your say' exercise where plans were made available for comment. In addition stakeholders co-located and delivering services at the children centre, including public health colleagues, were also provided with the opportunity to inform proposals and the future vision for delivery.

6 ALTERNATIVE OPTIONS

- 6.1 The only alternative option would be to withhold the additional funding. If this were to be the adopted approach then the scope of works within both the library and Children's Centre would need to be significantly reduced.
- 6.2 Critical works such as the upgrade to the Mechanical & Electrical Services or replacement of the roof would not take place. Such an approach will lead to significant future expenditure as systems fail with little or no warning leading to a further deterioration of the fabric of the building. Future unplanned maintenance will be particularly disruptive as it would require closure of all or part of the Library until works are complete.
- 6.3 It is also likely that any reduction in scope of the Children's Centre to meet a financial target would result in the exclusion of key elements of the project such as internal vision panels and training space. Such an approach would deliver a facility that failed to meet end user expectations. As a result it would be increasingly difficult for the Service to engage with their client groups.

7. LEGAL AND GOVERNANCE CONSIDERATIONS

- 7.1 The Council's Contract Procurement Rules have been complied with in determining the award criteria for this procurement exercise. This contract opportunity is below the EU threshold for works contracts, therefore Part 4 Chapter 8, 'Below Threshold Procurement' of the Public Contract Regulations will be complied with. The additional works identified within this report will not breach this threshold.
- 7.2 The request is being made in-line with financial procedure rules. Paragraph 5.7 of the Financial Procedure Rules allows Cabinet to approve an increase in funding where the total project cost is below £1m and the funding used existed at the time the budget (Report No 44/2017 'Revenue and Capital Budgets 2017/18) was approved. The recommendation meets both of these requirements.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 The need for an Equality Impact Assessment (EIA) has been considered. Following an initial assessment it is clear that the changes as a result of this project will be positive for both the users of Oakham Library and the Children's Centre. Given this an EIA is not required.

9 COMMUNITY SAFETY IMPLICATIONS

- 9.1 There are no community safety implications.

10 HEALTH AND WELLBEING IMPLICATIONS

- 10.1 The completion of these works will ensure that this asset remains capable of delivering a high quality service to the people of Rutland for the next 25 years.
- 10.2 In particular this project will address a number of issues including Asbestos, inadequate lighting and confined staff areas.

11 ORGANISATIONAL IMPLICATIONS

11.1 Environmental implications

Addressing the maintenance issues at Oakham Library, including the removal of asbestos materials will have a positive environmental impact

11.2 Human Resource implications

The library is closed for the period of the refurbishment and the service is being provided in the museum. Staff have relocated to support this provision and the hours extended to minimise disruption.

In addition staff currently located at Catmose College will relocate to the new Children's Centre at Oakham Library.

12 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

12.1 If agreed the provision of additional funding as set out in this report will allow the combined project to move forward and provide a joint asset that will serve the people of Rutland for the next 25 years.

13 BACKGROUND PAPERS

13.1 Cabinet Report 122/2016 dated 21st June 2016 – Oakham Library Essential Works.

13.2 Cabinet Report 181/2016 dated 20th September 2016 – Relocation of the Children's Centre

13.3 Cabinet Report 44/2017 dated 14th February 2017 – Revenue and Capital Budget 2017/18 and Medium Term Financial Plan

14 APPENDICES

14.1 Appendix A - Revised Floor Plans

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.