

Overview and Scrutiny Performance Board

Tuesday, 25 October 2022, 2.00 pm, Town Hall, Redditch

Membership

Councillors:

Cllr Tom Wells (Chairman), Cllr Alan Amos (Vice Chairman), Cllr Alastair Adams, Cllr Brandon Clayton, Cllr Matt Dormer, Cllr Steve Mackay, Cllr Emma Stokes, Cllr Shirley Webb and Cllr Richard Udall

Co-opted Church Representatives (for education matters)

Mr T Reid (Church Representative - Church of England)

Parent Governor Representatives (for education matters)

Mr M Hughes (Parent Governor Representative)

Agenda Supplement

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Agenda produced and published by the Democratic Governance and Scrutiny Manager, County Hall, Spetchley Road, Worcester WR5 2NP. To obtain further information or hard copies of this agenda, please contact Alyson Grice (01905 844962)/Samantha Morris 01905 844963 email: scrutiny@worcestershire.gov.uk

All the above reports and supporting information can be accessed via the Council's website [here](#)

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CABINET
27 OCTOBER 2022**RELOCATION OF REDDITCH LIBRARY**

Relevant Cabinet Member

Councillor M Hart

Relevant Chief Officer

Strategic Director for People

Local Member(s)

None

Recommendations:

1. **The Cabinet Member with Responsibility for Communities recommends that Cabinet:**
 - a) **Notes the proposals for re-locating Redditch Library as part of Redditch's Town Plan Deal;**
 - b) **Approves the set of high-level plans and requirements for the re-location of Redditch Library as set out in the report;**
 - c) **Approves the commencement of formal public consultation on the proposed plans for the relocation;**
 - d) **Authorises the Strategic Director for Commercial and Change in collaboration with the Chief Finance Officer and in consultation with the Cabinet Member for Communities, to progress further negotiations with Redditch Borough Council for the commercial arrangements for the proposed library relocation and transfer of the library site to Redditch Borough Council, based on the main heads of terms as set out in paragraph 21; and**
 - e) **Receives a further report, in May 2023, on the outcome of the consultation and the negotiations with Redditch Borough Council.**

Background

2. In June 2021 Redditch secured a historic investment of £15.6 million Town Deal which will help fund ambitious new projects for the town. The funding represents one of the single largest government investments in Redditch since it became a new town in the 1960s

3. The Town Deal is the result of the submission to government through the Towns Fund. The Redditch submission was based on vision for the transformation of the town summarised in the Town Investment Plan

4. The Town Deal is to be progressed through a collaborative approach between the Redditch Town Deal Board (which includes representatives from Worcestershire County Council) and Redditch Borough Council. The priority projects to be funded by the Town Deal have been selected because they will demonstrably boost the productivity and economy of the town, promote innovation and digital transformation, enhance the look and feel of the public areas and provide increased green and connected town centre spaces.

5. The projects to be taken forward are:

- Development of a new digital manufacturing and innovation centre
- Redevelopment of the current Redditch Library site
- Town Centre public realm Improvements

6. A business case for the Town Deal bids is being submitted to central government on 14 October with the outcome expected to be known by the end of 2022.

7. This report focuses on the re-development of the current Redditch Library site which involves the demolition of the existing library building and the delivery of a new public square and associated commercial development. The proposed new square on the site of the library can provide this space in a location which helps to drive footfall to and from the Kingfisher Centre and improving connectivity to the historic town centre core. The proposed new square would stimulate the conversion of the blank surrounding facades, including part of the Kingfisher Centre and the former Royal Hotel, currently operating as a nightclub. In addition, a new café pavilion is proposed to book-end the new square and helps to define the historic street frontage. A total of £4,130,000 has been allocated towards this development.

8. Worcestershire County Council is actively supporting the regeneration of Redditch within its Town Plan and wants to work collaboratively with the Borough Council on the re-location of the existing Library into other suitable premises. Discussions have been taking place with Redditch Borough Council to further develop this plan and approval is sought from Cabinet for the high-level plans and set of requirements for the proposed newly located Library and authorise the commencement of public consultation.

Redditch Library

9. Worcestershire has a total of 21 Libraries, 2 Library Links and a mobile Library which collectively meet the Council's statutory duty of providing a comprehensive and efficient Library Service. Redditch Library serves the second largest catchment population (86,819) behind The Hive (105,312) and ranks 4th out of 21 in deprivation ranking and is the 2nd busiest library in accordance with activity. Worcestershire County Council have operated from the current building c.50 years with the Jobcentre Plus moving in April 2018.

10. Redditch Library is open 52 hours a week across six days (closed on Sunday). It offers the full range of service provision including Adult Learning, Readers' Groups, School Class Visits, Job Clubs, Business & Enterprise support, children's activities, social connecting groups, Library Service at Home, volunteering opportunities, computer access support and much more. The table below summaries the high-level statistics on how Redditch Library is used by the local population.

Redditch Library Statistics

Financial-year totals 2016/2017 to 2021/2022 and for 2022/2023 up to and including 30th September

	2016/2017	2017/2018*	2018/2019	2019/2020†	2020/2021†	2021/2022	2022/2023
Visits	261,028	222,088	275,461	269,777	39,008	143,502	70,936
Members whose Home Site is Redditch	41,296	43,283	45,878	47,912	48,557	50,111	51,184
Active Users (borrowers and computer users)	9,501	9,426	9,246	8,305	5,917	4,465	4,428
Issues - Books	164,251	145,069	138,966	125,033	33,209	89,270	52,870
Issues - Music CDs, DVDs, Spoken Word	3,701	3,143	2,228	1,559	652	1,283	533
Active Borrowers	6,392	5,786	5,638	5,004	1,839	3,193	3,107
Computer Users	5,123	5,083	5,732	4,470	1,350	1,967	1,663
Computer Hours Used	36,072	28,029	29,397	28,773	3,932	10,203	6,827
Computer Hours Used as % of Available Time	26.5	25.3	23.8	23.5	23.2	34.2	23.3
Event Attendees	13,369	10,793	12,053	11,457	--	4,007	4,715

* library closed 26th February to 13th March 2018 inclusive for refurbishments to accommodate Jobcentre Plus

† library closed 24th March until 3rd July 2020 inclusive

Requirements for Library re-location

11. Worcestershire County Council and Redditch Borough Council see the library provision as an important service within the town's offer to local residents and community groups, and want to use this opportunity to further bolster library usage in line with the County Council's approved Library Strategy.

12. To protect the County Council's interests, both commercially and in terms of service offer/statutory responsibilities it is proposed that the following requirements, with the three areas of commercial arrangements, service conditions and collaboration

opportunities, are used with Redditch Borough Council to agree the re-location arrangements.

i) Commercial Arrangements

- The County Council own the current library and its market value will need to be recovered whether that is through a capital receipt, a transfer of an interest with equivalent value, demonstrated increase in community value or a mix of some or all of these, to equate to the market value and comply with best value obligations under the Local Government Act 1972
- The County Council's overall costs/income position cannot be any worse i.e., the County Council will expect to be compensated for any deficit considering current and expected running costs and rental income from third parties.
- The expectation is that the project funding and therefore the business case will demonstrate that all costs to relocate the library and, any other services currently delivered from there, to a new location would be covered by Redditch Borough Council. This will include all associated costs including fit out of the new premises i.e., no additional one off or recurrent costs to the County Council by undertaking this relocation.
- There is no increase in current net premises cost and any surplus generated will be retained but the County Council will take the risk of any future reduction in income generation from third parties
- The long-term future of the Library and its current capital value is protected as part of any future lease arrangements.

ii) Operational/Service Conditions

- The re-located Library floorspace is equal to or of similar size to the current location provided the proposed area can still enable the same offer with no increase in current net premises costs (if the floor area is lower than existing, then corresponding reduced costs and income should still equate to the same net surplus to be generated).
- The alternative premise is within a location that retains current footfall levels (current location benefits from proximity to Kingfisher Shopping Centre) or mitigation of a less central location through an increase in number of co-located service providers.
- There are no barriers to access for customers, volunteers or staff, e.g., access to short term-term parking for couriers and volunteers, access to disabled parking.
- The library is in prominent location, predominantly on the ground floor within a building with a high profile, visible, glazed entrance to provide an attractive 'shop window' from the street.
- An interior space that is modern, open, light and welcoming with the potential to evolve and increase the service offer including the new libraries unlocked delivery model (if appropriate).
- There is no reduction in the current library service offer.

iii) Collaboration Opportunities

- The re-located premise helps facilitate the continuation of a positive working relationship with partners including co-development of services to meet Redditch residents' needs.
- The re-location will allow the continued development of the County Council's Open Library programme which seeks to strengthen libraries as community assets outside core opening hours
- The re-located library to be considered in the context of the wider Redditch Town Centre plan, e.g., are there other developments planned that would impact the desirability of the new library location.
- To have visible design links and directional signage links within public realm space in Redditch Town Centre to integrate the library into the wider town centre scheme and 'lead' residents to the library.
- For the Library to be considered in the context of Redditch & Bromsgrove's plans for the delivery/provision of District Customer Services, including shared reception facilities for the newly proposed community hub.
- Consider the new location that is developed as a community hub through other service co-locations and partnerships.

Proposed re-location plans

13. It is proposed to re-locate Redditch Library from its present site to the Redditch Borough Council Town Hall, as a part of the development of a new community hub with partner agencies. The implementation of this re-location will follow the requirements set out in paragraph 12, which includes being at a cost neutral level to the County Council. This will then free up the former Library site for demolition, repurposing and redevelopment as per the Town's fund bid. This relocation brings with it key benefits including:

- Creative space planning for the purposes of community hub.
- Evolutionary agile flexible space.
- Enhanced town scape that is more attractive and accessible to residents, business and visitors.

14. Feasibility planning for the available space within the Town Hall has been undertaken by Eddisons and AEW Architects, jointly engaged by Redditch Borough Council and Worcestershire County Council, in conjunction with Library Services and their tenants. Following detailed requirement scoping, several options were presented proposing how the available space within the Town Hall can be redesigned and utilised to meet service delivery needs. Options reviewed have included extending onto existing balcony areas to maximise available space on the ground floor, as well as creative and flexible use of existing space on multiple floors to minimise additional building works required.

15. Following consideration of the operational service conditions and collaboration opportunities as outlined above, the option proposed utilises space across four floors, including the lower ground floor which allows operational services to be maintained whilst reducing additional costs for extension.

16. At a high level, the plans demonstrate how the refurbishment of the existing Town Hall will be utilised to facilitate a new community 'one stop' offering flexible use to a

variety of occupiers sharing resources where possible. Re-orientation and re-configuration of underutilised spaces and use of the existing building structure offers flexibility and evolution of space. The ground floor entrance will become the focal point to the scheme aided with clear signposting to facilitate ease of use for the wider public and staff, including:

- Ground floor open plan entrance, event and display area including soft seating, front-facing customer displays and refreshments; dedicated library space and shared space
- First floor dedicated library space and shared space
- Second floor further meeting rooms including large council chamber for multi-agency use and shared hot desking space
- Lower ground floor space available to Library Services and partners with access to emergency exit on to street level to meet health and safety requirements and back-office space, as well as storage.

17. In addition to Redditch Library the Community Hub at the Town Hall will also include provision for Redditch Borough Council Civic services, including customer service hub and other public services.

18. Detailed plans are attached within the Supporting Information and show the proposed locations for all shared and dedicated service areas, as well as design objectives and key benefits for each floor, and primary circulation routes which will enhance visibility of services and customer experience.

19. The table below demonstrates the space allocations in square meters comparing the various zones of the library in the current building and new proposed space within the Town Hall. Overall, the space allocation is 11sqm more in the new space, and therefore meets the operations / service condition to provide a space which is of equal or similar size. The only significant loss of space is in Library storage which could be accommodated by reviewing and rationalising stored items and considering use of space in other library buildings such as The Hive for some stored collections.

Identified spaces	Existing Area (sqm)	Proposed Area (sqm)	Variant (sqm)
Library Storage	200	105	-95
Library Meeting Room 1	25	30	+5
Library Meeting Room 2	55	57	+2
Library Meeting Room 3	28	22	-6
Children's	68	75	+7
Fiction	154	220	+66
Business		32	+32
Non-Fiction	107	107	0
Total sqm	637	648	+11

20. Worcestershire County Council Library Services are supportive that the plans demonstrate the available space will be able to meet service delivery requirements, subject to further detailed design work following public consultation.

Proposed commercial arrangements

21. For this “dealer-location” to happen, the County Council will work with Redditch Borough Council to agree a lease and a financial arrangement that meets the requirements set out in paragraph 12. Initial discussions have proposed that the County Council will grant Redditch Borough Council a 125year lease of the library for the creation of a new public square in return for Redditch Borough Council granting a 125year lease of accommodation within the Town Hall, both leases at nil rent. The lease of the Town hall will detail Redditch Borough Council’s responsibility for the full refurbishment costs and Redditch Borough Council will also be responsible for the relocation costs. The County Council’s share of the running costs will be split into three elements:

- a) Sub metered electricity costs for which Redditch Borough Council will cover the cost of installing the meters;
- b) An additional charge for the proportional costs relating to the leased accommodation in the Town Hall to the County Council for heating, rates, and any other services to be agreed; and
- c) A service charge to contribute to the proportional building running costs of the common parts, including building maintenance. A detailed list of what will be included and excluded from Redditch Borough Council’s service charge will be provided and agreed.

To satisfy the principle that the County Council’s overall costs will be no worse off, it is proposed that the total of b) and c) must not be more than currently budgeted for the existing library for equivalent services, and this figure will rise annually on an appropriate price index but will never be more than the actual proportional costs. The County Council will take the risk of increased electric charges under a).

Further details of the agreed proposed commercial terms will be included in the report brought to Cabinet in May 2023.

Formal Consultation

22. Given the scale of change outlined in the section above, formal public consultation is required. This consultation will focus on the rationale for the change, the impact on existing services and service users along with the proposed implementation plans. The public consultation will commence on 07 November 2022 and run for just over 90 days until 24 February 2023 (considering the Christmas and New Year holidays). The methodology used will follow a mixture of online surveys and face to face sessions. 3-dimensional modelling and extensive conceptual design visuals will be available to support public consultation. A copy of the draft consultation document including the survey can be found within the Supporting Information.

Overview and Scrutiny

23. The Overview and Scrutiny Performance Board will be visiting the current provision and meeting in Redditch on 25 October to discuss the proposals. Feedback from the Board meeting will be provided to Cabinet.

Legal, Financial and HR Implications

24. The last full year of income and costs relating to Redditch Library was 2021/22 and **Table 1** below details the premise costs, income and net position compared to budget, with an actual year end surplus of £24k being generated. The 2022/23 budget predicts a net surplus of £22k. but this is before knowing the full impact of rising utility and other building running costs.

Table 1 – premises costs, income and net position

	Budget 22-23 £'000	Actual 21-22 £'000	Variance £'000
Premise Costs *	156	154	(2)
DWP Income	-178	-178	0
Surplus	(22)	(24)	(2)

* Excludes DWP additional cleaning and security costs which passed straight through to DWP

25. Based on the commercial requirements, the costs of relocation will be funded by Redditch Borough Council and the County Council is expecting to be fully compensated for the value of the asset in line with S.123 of the Local Government Act 1972

26. There are 12 staff (8.5 FTE) working from Redditch Library. They would all transfer to the new location. This is not deemed to be a change of terms of conditions if the new location is near the current Library building.

27. There will be additional capital costs to enable the re-location to implement an Open Library approach in Redditch, as well as some additional equipment that will enhance the new facility. These are one off capital costs and can be met from the existing capital programme for Libraries

28. There has been some debate about whether the existing Library Building should be added to the List of Buildings of Special Architectural or Historic Interest. Confirmation was received on 20 December 2021 that the Secretary of State for Digital, Culture, Media and Sport has made his decision not to list and is minded to issue a Certificate of Immunity from Listing (COI) for Redditch Library.

Joint Equality, Public Health, Data Protection and Sustainability Impact Assessments

29. Joint Impact Assessment Screening has been completed. Further detailed impact assessment was required for Environmental Sustainability Impact with potential impact on efficiencies of the new building and a possible reduction in the carbon footprint of the Library service.

Supporting Information

Appendices (available electronically):

- a) Proposed plans
 - Town Hall Zone Plans: Lower Ground Floor; Ground Floor; First Floor; and Second Floor
 - 3D Exterior Imaging
- b) Draft consultation document
- c) Joint Impact Assessment Screening
- d) Environmental Sustainability Impact Assessment

Contact Points

Contact Points for this report

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Email: hperrott@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Strategic Director for People) there are no background papers in support of this report.

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CDM 2015

Client notified of duties: **CDM_PD_Date**

Principal Designer: **CDM_PD_Name**

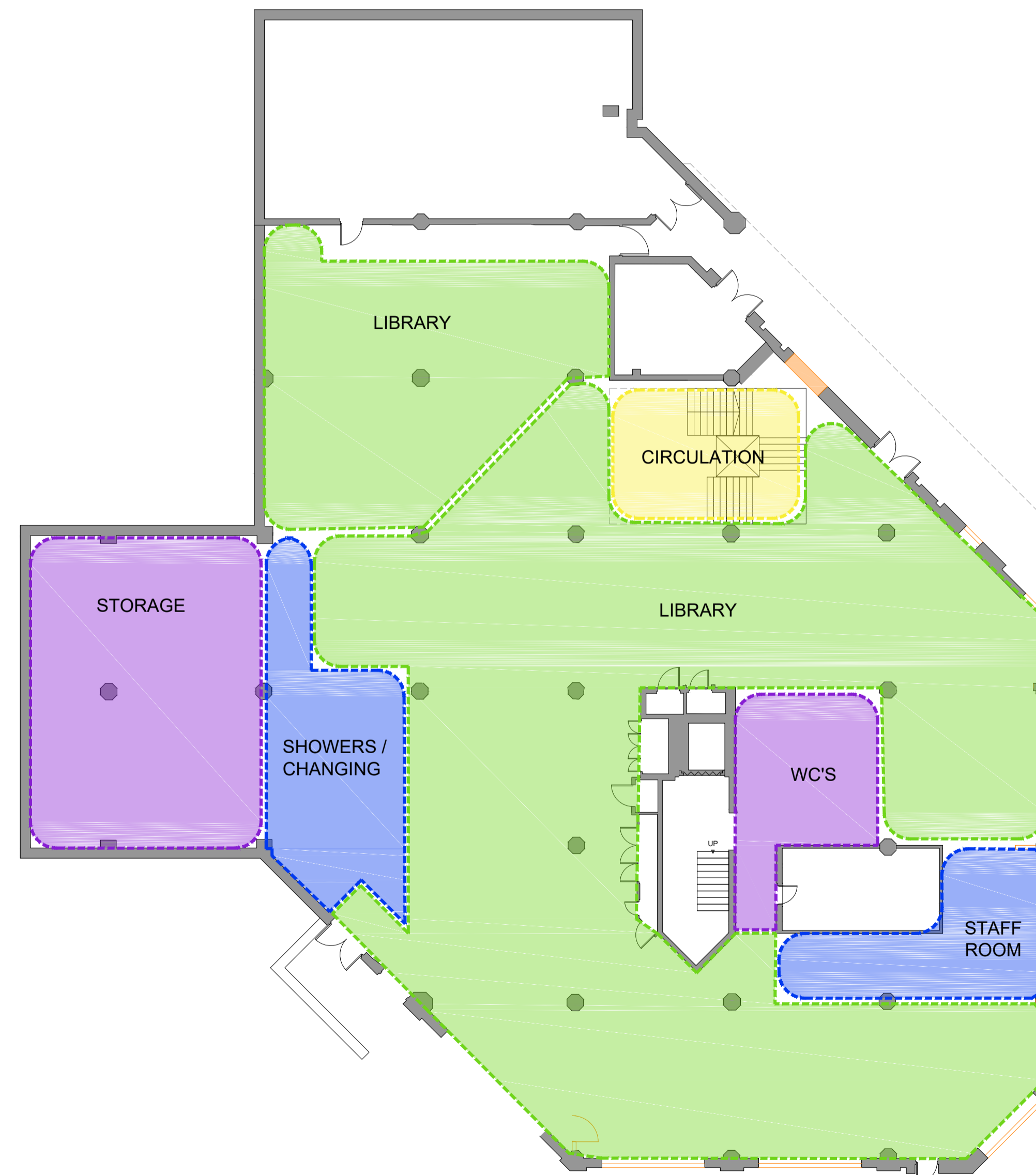
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- LIBRARY USE
- SHARED USE
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P03	26/09/22	BS	PBH
Revised following client request			
P02	23/09/22	BS	PBH
Revised following client request			
P01	24/08/22	BS	PBH
Issued for Information			
REV	Date	Drawn by -	Checked by -

Status Purpose of Issue
S2 For Information

drawing stage **FEASIBILITY**

client
BROMSGROVE AND REDDITCH BOROUGH COUNCIL

project
REDDITCH TOWN HALL

drawing title
TOWN HALL LOWER GROUND FLOOR PROPOSED ZONES

date	24/08/22	drawn	BS
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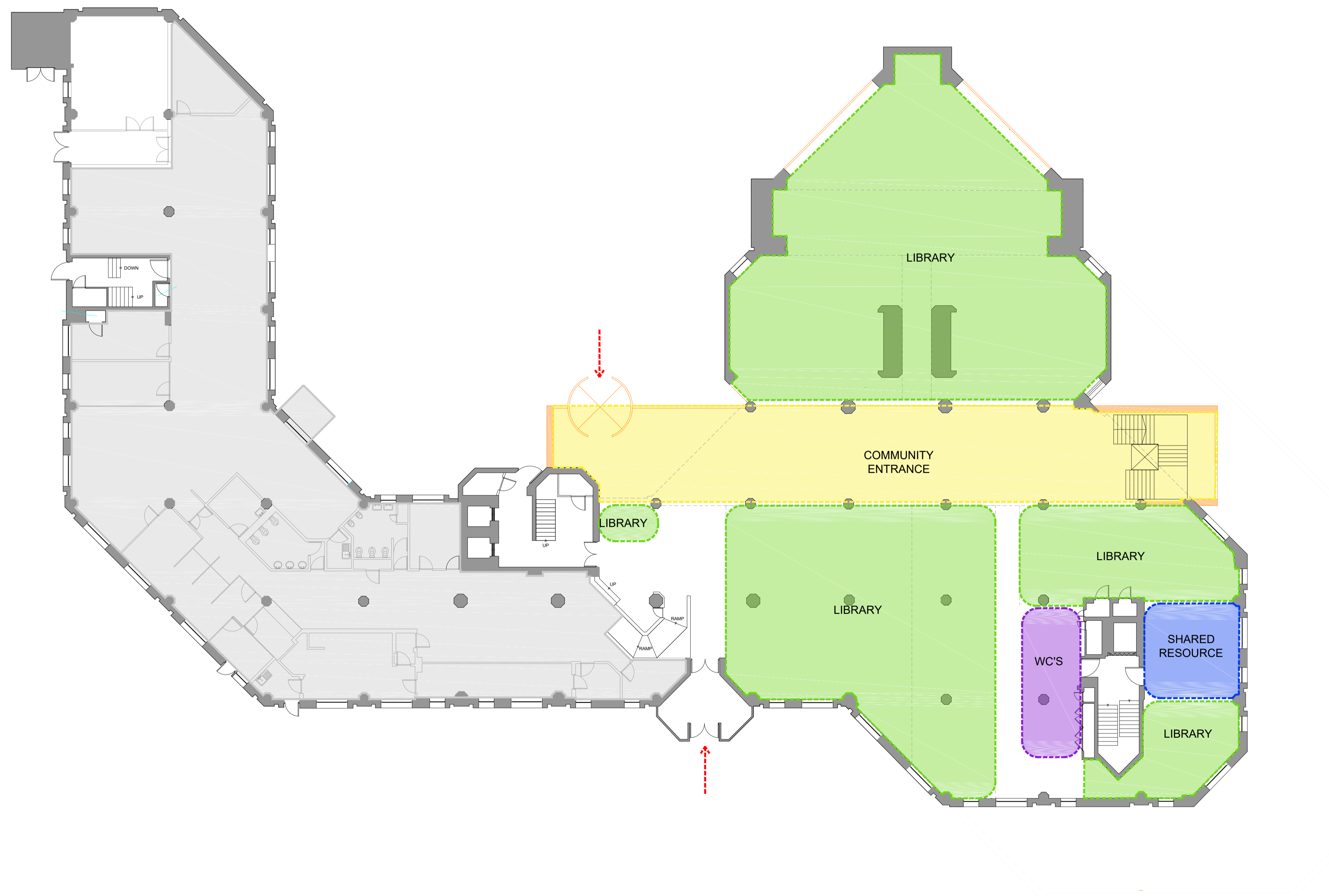
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P02 23/09/22 BS PBH

Revised following client request

P01 24/08/22 BS PBH

Issued for Information

REV Date Drawn by - - Checked by - -

Status Purpose of Issue

S2 For Information

drawing stage FEASIBILITY

client

EDDISONS

project

REDDITCH TOWN HALL

drawing title

TOWN HALL

GROUND FLOOR

PROPOSED ZONES

date 24/08/22 drawn BS

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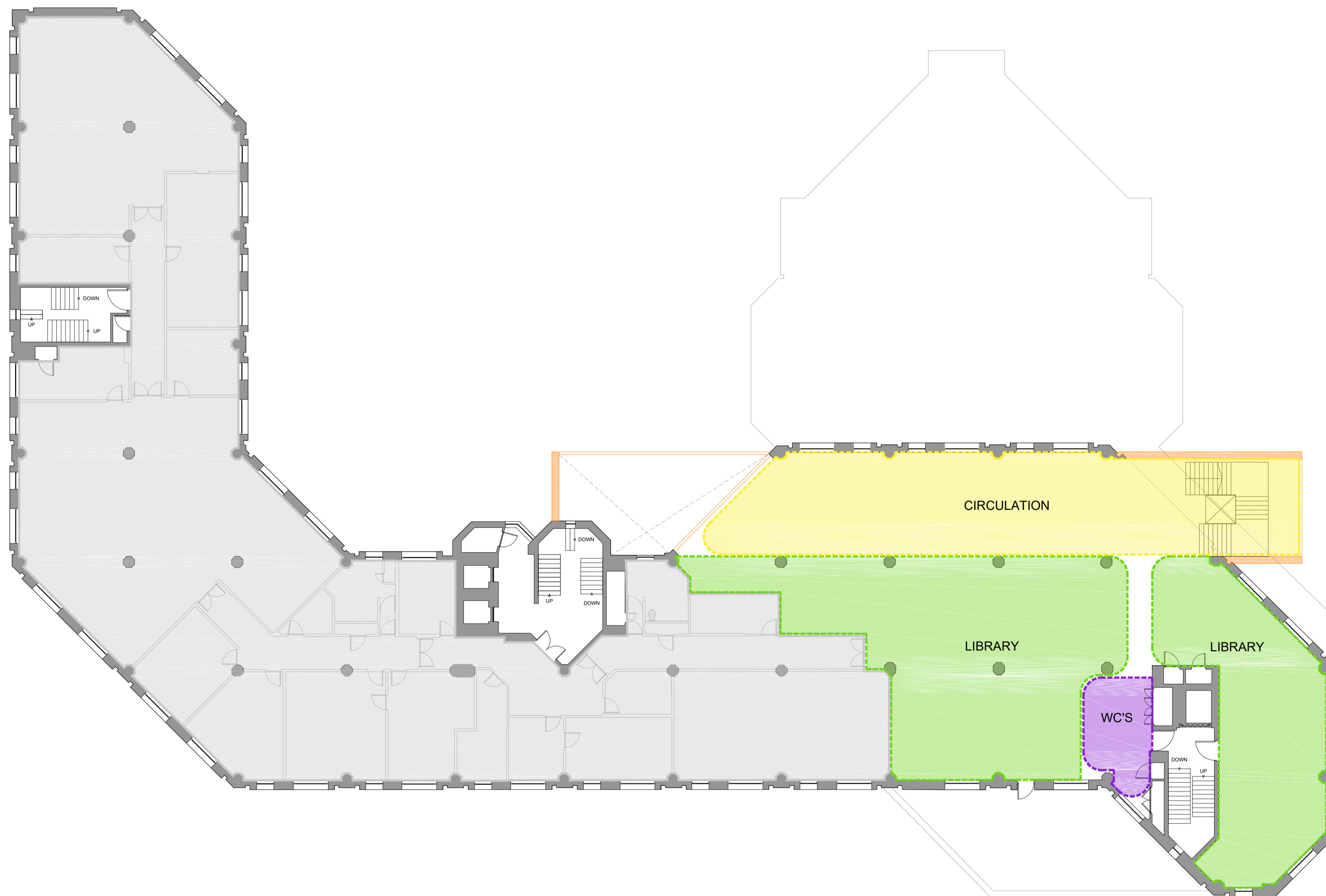
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P02 23/09/22 BS PBH

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P01 24/08/22 BS PBH

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Status Purpose of Issue

S2 For Information

drawing stage **FEASIBILITY**

client

EDDISONS

project

REDDITCH TOWN HALL

drawing title

TOWN HALL

FIRST FLOOR

PROPOSED ZONES

date 03/05/22 drawn BS

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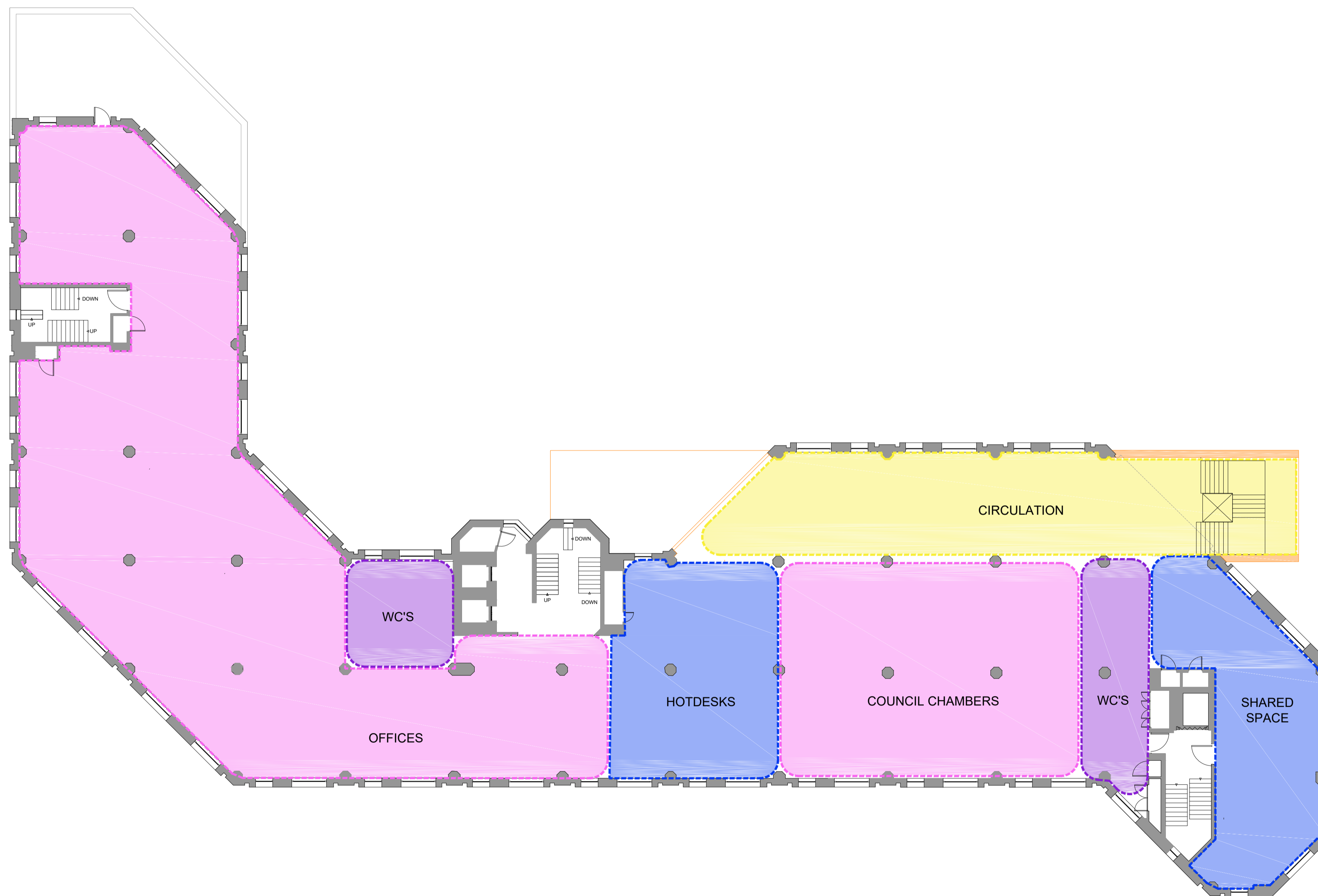
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- SHARED USE
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- RELOCATED COUNCIL USE

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P02 23/09/22 BS PBH

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P01 24/08/22 BS PBH

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Status Purpose of Issue

S2 For Information

drawing stage **FEASIBILITY**

client

EDDISONS

project

REDDITCH TOWN HALL

drawing title

TOWN HALL

SECOND FLOOR

PROPOSED ZONES

date 03/05/22 drawn BS

scale@A1 1:150 checked PBH

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Relocation of Redditch Library: Consultation Planning

Background:

- In June 2021 Redditch secured a historic investment of £15.6 million Town Deal which will help fund ambitious new projects for the town. The funding represents one of the single largest government investments in Redditch since it became a new town in the 1960s.
- As a result of this funding, the following projects are being proposed to boost the economy and productivity of the town:
 - Development of a new digital manufacturing and innovation centre
 - Redevelopment of the current Redditch Library site (where it is proposed the Redditch Library will be relocated to the Redditch Borough Council Town Hall)
 - Town Centre public realm Improvements
- It is being proposed that Redditch Library relocates to Redditch Borough Council Town Hall, where the designated area will be refurbished to provide a new community 'one stop' which offers flexible use to a variety of occupiers.

Consultation Activity Plan:

The Redditch Library Report is scheduled to go to Worcestershire County Council Cabinet on 27th October, where it will be proposed that a 90-day public consultation about the relocation of the library should commence on 7th November 2022 and end on 24th February 2023.

Proposed Consultation Activity: The following information presents the **proposed** activity to be completed during the consultation period to ensure residents and key stakeholders are informed and aware of the consultation, and the opportunities available to provide feedback on the relocation. The activity includes surveys (online surveys and alternative options if required), face to face meetings and visuals of the proposed plans (hard copies and digital copies)

Activity	Details	Indicative Dates (subject to Cabinet approval)
Surveys: <ul style="list-style-type: none"> • Online – found on WCC / Consultation site • Paper – access to the online survey will be available in the library on public computers and devices with support from library staff. Paper copies can be made available if people require it. • Telephone – an option for the Library Service at Home customers 	For online surveys, an overview of the rationale for change and implementation plans should be included as an introduction. 3D visuals to also be included on the consultation website and available to view in the library building.	7th November 2022 to 24th February 2023
Feedback from younger library users i.e. 10+ (approach tbc)	Gaining feedback from younger library users will be valuable to see what services they deem as important and what they think about the library relocation. Approach to obtaining this feedback is tbc	7th November 2022 to 24th February 2023

Face to Face meetings	1 x Redditch Library (Formal Presentation and meeting)	Face to Face meetings to be staggered throughout the Consultation Period
	1 x Kingfisher Centre (Pop up stall / area) (Library staff to attend this tbc)	
	1 x Redditch Library (Formal presentation and meeting)	
	1 x Kingfisher Centre (Pop up stall / area)	
	1 x Redditch Library (Formal presentation and meeting)	
Additional Meetings with identified stakeholders	Redditch Library staff to identify key groups of library users and interested parties who may benefit from having a meeting about the consultation and plans.	TBC
Visuals and Digital 3D model	Paper Visuals – to be placed in Redditch Library	7th November 2022 to 24th February 2023
	Digital 3D model and Digital plans – to be placed on WCC website, Redditch Library website, RBC website.	

Promoting the Consultation: To make residents aware of the consultation the following engagement and communication channels have been proposed (this proposed plan can evolve as activity commences). Internal Comms for all staff i.e. via OurSpace intranet pages to also be considered to make people aware of activity.

Activity	Details	Timings
Consultation Information on WCC website	Provide an overview of the proposal, where the plans can be viewed, rationale for change, impacts, information about consultation and face to face meetings, link to online survey, details on how to request a paper survey	7 th November 2022 to 24 th February 2023
Information on Redditch Library and RBC websites	Provide an overview of proposal, how to take part in the survey, face to face meeting dates, link to WCC consultation webpage.	7 th November 2022 to 24 th February 2023
Social Media messaging on WCC, Redditch Library and partner pages (tbc)	Proposed one liner, consultation information and link to online survey.	<ul style="list-style-type: none"> • Consultation Start – 7th November • Before each Face-to-Face meeting (tbc) • Prior to consultation ending (tbc)

Email to Redditch Library members and Partners / Community Groups	Provide an overview of the proposal, where the plans can be viewed, rationale for change, impacts, information about consultation and face to face meetings, link to online survey, details on how to request a paper survey	<ul style="list-style-type: none"> • Consultation Start – 7th November • Before each Face-to-Face meeting (tbc) • Prior to consultation ending (tbc)
Press Release	Provide an overview proposal, where plans can be viewed, rationale for change, impacts, information about consultation and face to face meetings, link to online survey, details on how to request a paper survey	<ul style="list-style-type: none"> • Consultation Start – 7th November • Before each Face-to-Face meeting (tbc) • Prior to consultation ending (tbc)
FAQs for Library Staff to discuss the relocation plans.	Library staff to be provided with FAQs so they can talk to the public about the plans if anyone enquires.	7 th November 2022 to 24 th February 2023

*** End of Document ***

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Project Screening

Impact Assessment Id: #386

1. Your Details

Name of person completing screening assessment

Emily Morrall

Job Title

Programme Portfolio Lead

Directorate

Commercial and Change

Service Area

Transformation and Commercial

Email Address

EMorrall@worcestershire.gov.uk

Connection to project (e.g. project manager)

Project Manager

2. Project Summary

For the purposes of the impact assessment screening, we will refer to the activity or area being assessed as a project.

Project Name

Relocation of Redditch Library

Name of Project Sponsor

Hannah Perrott

Name of Project Manager

Emily Morrall

Name of Project Lead

Rob Elmes

Project Reference (if known)**Please give a brief description of the project**

In June 2021 Redditch secured a historic investment of £15.6 million Town Deal which will help fund ambitious new projects for the town. Plans involve the re-development of the current Redditch Library site which includes the demolition of the existing library building and the delivery of a new public square and associated commercial development. Worcestershire County Council is actively supporting the regeneration of Redditch within its Town Plan and wants to work collaboratively with the Borough Council on the re-location of the existing Library into other suitable premises. Early discussions have started with Redditch Borough Council to further develop the plan and approval is sought from Cabinet to approve the high level plans and set of requirements for the proposed newly located Library and authorise the commencement of public consultation.

The project purely involves relocation of the existing library services from their current location into a shared Community Hub space in Redditch Town Hall, a distance of 0.2 miles from the current library building.

3. Data Protection

We need to establish if the proposal involves processing personal data. Personal data is information that relates to an identified or identifiable individual.

Name of Information Asset Owner

Hannah Perrott

Senior officer responsible for the project's information assets

Does the project, any project work stream or project outcome involve any personal data? Some examples of personal data are given below. **No**

Appearance:

photograph, physical description

Basic Identifiers:

name, date of birth, age, biometric data, ethnic origin, gender, genetic data, race, sex

Contact Details:

address, email address, home phone number, mobile phone number, postcode

ID Number:

National Insurance Number, driving licence number, NHS number, online identifier, other general identifier

Employment:

work related training/awards

Financial:

income/financial/tax situation

Lifestyle:

health or social care, living habits, marital status, philosophical beliefs, political opinions, religion, sex life, trade union membership

Technology:

login/username, device MAC address (wireless network interface), device IMEI number, IP Address, location data (travel/GDPS/GSM data), website cookies

As you answered 'No', please explain your reasoning below:

The project involves the proposal to relocate the current Redditch library to a newly developed space with Redditch Town Hall. Personal data on library users is collected as a part of the day to day operations of the library, but not stored onsite. Access to this data would not change. Data on library users presented as part of the Cabinet Report and Business Case is anonymous and collated for statistical purposes and non identifiable.

4. Equality

We need to determine whether the project could affect residents and/or Council staff because they share any of the Protected Characteristics defined in the Equality Act 2010 namely Age, Disability, Gender Reassignment, Marriage/Civil Partnership, Pregnancy, Race, Religion/Belief, Sex and Sexual Orientation.

Does the project relate to an area where data/research indicates that inequalities are already known to exist? No

Could this project have any effect on, service delivery or usage, other aspects of daily life or community participation levels for people because they belong to any of the groups below?

Age No

e.g. a person belonging to a particular age group (for example 18 – 30-year olds).

Disability No

e.g. A person has a disability if she or he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Gender Re-Assignment No

e.g. The process of transitioning from one gender to another.

Marriage/Civil Partnership Status No

e.g. Marriage is a union between a man and a woman or between a same-sex couple. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act).

Pregnancy/Maternity No

e.g. Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Race No

e.g. Refers to the protected characteristic of race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

Religion or Belief No

e.g. Religion refers to any religion, including a lack of religion. Belief refers to any religious or philosophical belief and includes a lack of belief. Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Sex No

Sexual Orientation No

e.g. Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

Health Inequalities No

e.g. Any preventable, unfair & unjust differences in health status between groups, populations or individuals that arise from the unequal distribution of social, environmental & economic conditions within societies.

As you answered 'No' to all the questions, please explain your reasoning below:

The library service is a universal service for all. No changes to service delivery are anticipated. The new building will be fully DDA compliant and access to disabled parking will exist in the new location, as it does now. This project is purely about a change of location for existing services. The service will be delivered across 2 floors in the new location, rather than multiple floors including mezzanine in the current location. Disabled toilet provision will not be changed. Gender neutral toilets are not currently provided, but can be included in building build.

5. Public Health

We also want to understand if the project will have any impacts on public health.

The social, economic, cultural and physical environment in which people live their lives has a significant effect on their health and wellbeing. Although genetics and personal behaviour play a strong part in determining an individual's health, good health starts where we live, where we work and learn, and where we play.

Improving public health requires taking a broader view of the conditions that create health and wellbeing, from how we plan and develop our urban spaces and places, to the opportunities for employment, recreation, and social connection available to all who live in them.

Health inequalities are the preventable, unfair and unjust differences in health status between groups, populations or individuals that arise from the unequal distribution of social, environmental and economic conditions within societies, which determine the risk of people getting ill, their ability to prevent sickness, or opportunities to take action and access treatment when ill health occurs.

Could the project have an impact on any of the following factors?

Social and Economic No

e.g. culture, social support (neighbourliness, social networks/isolation), spiritual participation, employment opportunities.

Physical Health No

e.g. physical activity is expected to increase, influenza vaccination uptake increase

Mental Health & Wellbeing No

e.g. benefits to children's mental health, benefits to adult carer wellbeing.

Access to Services No

e.g. access to (location/disabled access/costs) and quality of primary/community/secondary health care, child care, social services, housing/leisure/social security services; public transport, policing, other health relevant public services, non-statutory agencies and services.

As you answered 'No' to all the questions, please explain your reasoning below:

No access to services will be changed as a result of this project. Service provision will remain unchanged, it is purely a location change.

5. Environmental Sustainability

We want to understand if the project activity and project outcomes will have an impact on environmental sustainability. Please be mindful that the Council has committed to reduce its emissions to net-zero by 2050 and most projects are likely to have an impact on this target. This should be a key consideration in your project delivery and should be reviewed when completing these screening documents.

Could this project have an impact on the categories listed below?

Greenhouse Gas (GHG) Emissions (including CO2) Yes

e.g. increased GHG emissions as a result of project implementation, which may also be linked with efficient use of resources in WCC buildings; transport; emissions from waste; and procurement.

Efficient Use of Resources Yes

e.g. consumption of energy resources, water, electricity, gas and heating fuels.

Transport No

e.g. number of people travelling, alternative transport modes.

Waste No

e.g. increase in waste generated or an increase in waste recycling.

Wildlife and Biodiversity Yes

e.g. impacts on the natural environment or enhancements to the natural environment.

N.B. This refers to any direct or indirect modifications to landholdings, including but not limited to removal of vegetation, alteration or demolition of buildings or modification of watercourses or lighting (not limited to just green space/trees).

Pollution to Land or Water No

e.g. risk of pollution to the local environment.

Pollution to Air No

e.g. risk of pollution to air, activity which may adversely affect air quality or increase emissions to air

Resilience to climate change No

e.g. risks of extreme weather and climate impacts on the project.

Historic Environment Yes

e.g. impacts on Historic Environment or enhancements of the Historic Environment.

Procurement Yes

e.g. could procurement associated with the project result in an increase of natural resources (such as long-distance shipping of goods); could use be made of local resources or work forces to support delivery of the project.

7. Results of Screening

Data Protection	Does not need a full impact assessment
Equality and Public Health	Does not need a full impact assessment
Environmental Sustainability	Will require a full impact assessment

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Environmental Sustainability Full Impact Assessment

Impact Assessment Id: #386

1.0 Screening Information

Project Name

Relocation of Redditch Library

Name of Project Sponsor

Hannah Perrott

Name of Project Manager

Emily Morrall

Name of Project Lead

Rob Elmes

Please give a brief description of the project

In June 2021 Redditch secured a historic investment of £15.6 million Town Deal which will help fund ambitious new projects for the town. Plans involve the re-development of the current Redditch Library site which includes the demolition of the existing library building and the delivery of a new public square and associated commercial development. Worcestershire County Council is actively supporting the regeneration of Redditch within its Town Plan and wants to work collaboratively with the Borough Council on the re-location of the existing Library into other suitable premises. Early discussions have started with Redditch Borough Council to further develop the plan and approval is sought from Cabinet to approve the high level plans and set of requirements for the proposed newly located Library and authorise the commencement of public consultation.

The project purely involves relocation of the existing library services from their current location into a shared Community Hub space in Redditch Town Hall, a distance of 0.2 miles from the current library building.

Data Protection screening result

Does not need a full impact assessment

Equality and Public Health screening result

Does not need a full impact assessment

Environmental Sustainability screening result

Will require a full impact assessment

1.1 Background and Purpose

Background and Purpose of Project?

To support your answer to this question, you can upload a copy of the project's Business Case or similar document. Cabinet report to be uploaded when finalised. Due for publication on 14 September 2022.

Redditch Borough Council are submitting a bid to redevelop Redditch Town Centre. As a part of this bid, Redditch require support from Worcestershire County Council specifically on proposals to relocate library services from the current building in Redditch Town Centre into a new Community Hub at Redditch Town Hall. The town development including and building works and demolition are being led by Redditch Borough Council and as such will be subject to separate governance and impact assessments. This impact assessment focuses on the impact of relocation of library services only.

Upload Business Case or Support documents

No files uploaded

Project Outputs

Briefly summarise the activities needed to achieve the project outcomes.

The project involves the transfer of Library and DWP services from their current location in the dedicated Redditch Library building to a new space to be created within Redditch Town Hall. Worcestershire County Council are asked to approve the relocation of services, from a service delivery and financial perspective, and support the physical move from building to building. Building works and demolition of the current library building will be led by Redditch Borough Council.

Project Outcomes

Briefly summarise what the project will achieve.

The relocation of services will support ongoing development of Redditch Town Centre

Is the project a new function/service or does it relate to an existing Council function/service?

Existing

Was consultation carried out on this project?

Yes

1.2 Responsibility

Directorate/Organisation

People

Service Area

Communities

1.3 Specifics

Project Reference (if known)

Not Recorded

Intended Project Close Date *

May 2023

1.4 Project Part of a Strategic Programme

Is this project part of a strategic programme?

No

2 Greenhouse Gas Emissions

Could the project result in an increase in GHG emissions (including CO2)? No

Please be mindful that the Council has committed to reduce its GHG emissions to zero by 2050 and most projects are likely to have an impact on this target. This should be a key consideration in your project delivery and should be reviewed when completing the assessment.

Have you undertaken an assessment of the project to know if there will likely be an increase in GHG emissions? No

3 Resources

Will the project result in increased consumption of electricity, gas or other heating fuels? No

e.g. project may require use of additional buildings, lighting and heating in buildings, additional ICT equipment, etc.

Will the project reduce energy needs and result in reduced consumption? Yes

e.g. disposal of WCC property assets

Will the project require additional water resources leading to an increase in water consumption? No

e.g. increased use of water through construction processes

Might there be a decrease in water consumption? Yes

e.g. will the project involve water saving measures or initiatives

Please explain your answer below:

Library services may see a reduction in water consumption when part of a shared building.

Will the project result in the use of other resources, materials or minerals? No

e.g. use of natural resources such as wood; or use of aggregate minerals?

4 Transport

Will the project result in more people needing to travel? No

e.g. will there be additional cars on the road

Have alternative transport modes been considered? No

e.g. could use be made of public transport/walking/cycling etc.

5 Waste

Is there likely to be an increase in waste as a result of the project? No

e.g. construction waste, packaging waste etc.

Have opportunities to prevent, minimise, reuse or recycle waste been identified and considered? No

e.g. will recycling facilities be available as part of the project

6 Wildlife and Biodiversity

Will there be any negative impacts on the natural environment? No

e.g. will the project involve removal of green space/trees; have wildlife surveys been considered; result in enhancements to green infrastructure; increased biodiversity opportunities etc.?

Has a preliminary ecological appraisal been undertaken? No

Has there been consideration of statutory assessments? No

e.g. Sustainability Appraisals, Strategic Environmental Assessments and Habitat Regulations Assessment Screening?

N.B. This is a matter of legal compliance - All plans and projects (including planning applications) which are not directly connected with, or necessary for, the conservation management of a habitat site, require consideration of whether the plan or project is likely to have significant effects on that site. This consideration – typically referred to as the 'Habitats Regulations Assessment screening' – should take into account the potential effects both of the plan/project itself and in combination with other plans or projects.

7 Pollution to land/air/water

Is there a risk of pollution to the local environment? No

e.g.

- will there be surface water run-off or discharge into local water source?
- will there be any impact on local water quality?
- will any waste water require treatment?
- is there the potential for spillage of chemicals?
- is there the potential for emissions to air from combustion processes resulting in poor air quality?

8 Resilience to climate risks

Could climate risks affect your project? No

N.B. some projects may be more sensitive to future changes in the climate e.g. hotter and drier summers; milder and wetter winters; increased likelihood of extreme weather events. These climate risks may affect project delivery and should be considered at the early stages of project development.

Has the impact of extreme weather events on the project been considered? No

e.g. heat waves and flooding.

Is there a business/project continuity plan in place to ensure climate risks are minimised? No

e.g. can you ensure that the project is resilient to climate risks and can continue to deliver on outcomes.

Could the project exacerbate climate risks? No

e.g. increase flood risk or worsen temperature extremes in the locality.

Will the project result in the use of other resources, materials or minerals? No

e.g. use of natural resources such as wood; or use of aggregate minerals?

9 Historic Environment

Have you checked with the WCC Historic Environment team as to whether there are any impacts on the Historic Environment (negative or positive)?

Yes

Check every development with the Historic Environment Team at the planning stage of each project. Further assessment may be required depending on the nature and scale of development. There may also be design options that would negate any need for further assessment (and lessen costs), or even opportunities to enhance heritage assets or their setting through the development.

Please explain your answer below:

There has been some debate about whether the existing Library Building should be added to the List of Buildings of Special Architectural or Historic Interest. Confirmation was received on the 20 December 2021 that the Secretary of State for Digital, Culture, Media and Sport has made his decision not to list and is minded to issue a Certificate of Immunity from Listing (COI) for Redditch Library.

Does the development have the potential to result in any impacts to the historic environment or opportunities for enhancement?

No

If yes, then further assessment will be required. This could take the form of a watching brief during groundworks if the potential is clearly understood and relatively low, or a more comprehensive desk-based and/or field investigation prior to development.

10 Procurement

Could any procurement associated with the project have a detrimental environmental impact? No

e.g. procurement of goods from overseas that have to be shipped; use of unsustainable materials or materials that cannot be recycled at the end of their use?

Is there likely to be increased Greenhouse Gas emissions from products purchased for the project? No

e.g. carbon emissions from transport and manufacturing

Will you be able to make use of sustainable products? No

e.g. recycled, local, ethical etc.

Have you considered the Public Services (Social Value) Act 2012? No

All major contracts let by the Council (those of more than £100,000 in total value) will be expected to deliver a meaningful contribution to our vision of Social Value in the county. The Act requires us to consider how the services we commission and procure might improve the economic, social and environmental well-being of the local area.

– please see: [Social Value](#)

11 Declaration

I have confirmed that to the best of my knowledge that the information I have provided is true, complete and accurate

I have confirmed that I will make sure that Environmental Sustainability has been and continues to be considered throughout the project life cycle and should circumstances change in the project a further Environmental Sustainability Assessment Screening will be carried out.

12 Application Details

Last Updated Date Time

18/10/2022 15:04:32

Screening Submitted Date Time

31/08/2022 14:01:37

Last Reopened Date Time

No Date Recorded

Full Impact Submitted Date Time

18/10/2022 15:04:32

Approved/Rejected Date Time

No Date Recorded

Current User Dashboard Request Status

Submitted

13.0 People with access to the original screening

[Emily Morrall \(EMorrall@worcestershire.gov.uk\)](mailto:EMorrall@worcestershire.gov.uk)

13.1 People with access to this environmental sustainability assessment

[Emily Morrall \(EMorrall@worcestershire.gov.uk\)](mailto:EMorrall@worcestershire.gov.uk)

14 Direct Questions

No Questions Asked