

# Agenda

## Overview and Scrutiny Performance Board

**Monday, 26 June 2023, 10.00 am**

**Council Chamber, County Hall, Worcester**

All County Councillors are invited to attend and participate

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## DISCLOSING INTERESTS

There are now 2 types of interests:  
**'Disclosable pecuniary interests'** and **'other disclosable interests'**

### WHAT IS A 'DISCLOSABLE PECUNIARY INTEREST' (DPI)?

- Any **employment**, office, trade or vocation carried on for profit or gain
- **Sponsorship** by a 3<sup>rd</sup> party of your member or election expenses
- Any **contract** for goods, services or works between the Council and you, a firm where you are a partner/director, or company in which you hold shares
- Interests in **land** in Worcestershire (including licence to occupy for a month or longer)
- **Shares** etc (with either a total nominal value above £25,000 or 1% of the total issued share capital) in companies with a place of business or land in Worcestershire.

**NB Your DPIs include the interests of your spouse/partner as well as you**

### WHAT MUST I DO WITH A DPI?

- **Register** it within 28 days and
- **Declare** it where you have a DPI in a matter at a particular meeting
  - you must **not participate** and you **must withdraw**.

**NB It is a criminal offence to participate in matters in which you have a DPI**

### WHAT ABOUT 'OTHER DISCLOSABLE INTERESTS'?

- No need to register them but
- You must **declare** them at a particular meeting where:
  - You/your family/person or body with whom you are associated have a **pecuniary interest** in or **close connection** with the matter under discussion.

### WHAT ABOUT MEMBERSHIP OF ANOTHER AUTHORITY OR PUBLIC BODY?

You will not normally even need to declare this as an interest. The only exception is where the conflict of interest is so significant it is seen as likely to prejudice your judgement of the public interest.

### DO I HAVE TO WITHDRAW IF I HAVE A DISCLOSABLE INTEREST WHICH ISN'T A DPI?

Not normally. You must withdraw only if it:

- affects your **pecuniary interests** **OR** relates to a **planning or regulatory** matter
- **AND** it is seen as likely to **prejudice your judgement** of the public interest.

### DON'T FORGET

- If you have a disclosable interest at a meeting you must **disclose both its existence and nature** – 'as noted/recorded' is insufficient
- **Declarations must relate to specific business** on the agenda
  - General scattergun declarations are not needed and achieve little
- Breaches of most of the **DPI provisions** are now **criminal offences** which may be referred to the police which can on conviction by a court lead to fines up to £5,000 and disqualification up to 5 years
- Formal **dispensation** in respect of interests can be sought in appropriate cases.

**Overview and Scrutiny Performance Board**  
**Monday, 26 June 2023, 10.00 am, Council Chamber, County Hall, Worcester**

**Membership**

**Councillors:**

Cllr Tom Wells (Chairman), Cllr James Stanley (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 Tim Reid (Church Representative - Church of England)

**Parent Governor Representatives (for education matters)**

Mr Mark Hughes (Parent Governor Representative)

**Agenda**

<b>Item No</b>	<b>Subject</b>	<b>Page No</b>
1	<b>Apologies and Welcome</b>	
2	<b>Declaration of Interest and of any Party Whip</b>	
3	<b>Public Participation</b>  Members of the public wishing to take part should notify the Assistant Director for Legal and Governance in writing or by e-mail indicating both the nature and content of their proposed participation no later than 9.00am on the working day before the meeting (in this case 23 June). Further details are available on the Council's website. Enquiries can also be made through the telephone number/e-mail address listed in this agenda and on the website.	
4	<b>Confirmation of the Minutes of the Previous Meeting</b> (previously circulated).	
5	<b>Update on the Proposal to Relocate Redditch Library</b>	1 - 66
6	<b>Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan</b>	67 - 76

Agenda produced and published by the Assistant Director for Legal and Governance, County Hall, Spetchley Road, Worcester WR5 2NP. To obtain further information or hard copies of this agenda, please contact Samantha Morris 01905 844963 email: [scrutiny@worcestershire.gov.uk](mailto:scrutiny@worcestershire.gov.uk)

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

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## NOTES

### Webcasting

Members of the Board are reminded that meetings of the Overview and Scrutiny Performance Board are Webcast on the Internet and will be stored electronically and accessible through the Council's Website. Members of the public are informed that if they attend this meeting their images and speech may be captured by the recording equipment used for the Webcast and may also be stored electronically and accessible through the Council's Website.

## OVERVIEW AND SCRUTINY PERFORMANCE BOARD 26 JUNE 2023

### UPDATE ON THE PROPOSAL TO RELOCATE REDDITCH LIBRARY

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#### Summary

1. The Cabinet Member with Responsibility (CMR) for Communities, the Strategic Director for People and the Strategic Director for Commercial and Change have been invited to the meeting to update the Board on the progress of the Proposal to relocate Redditch Library.

#### Consideration of the Proposal

2. To date, the proposal to relocate Redditch Library has been considered by:
  - The Overview and Scrutiny Performance Board (OSPB) on 25 October 2022
  - Cabinet on 27 October 2022
  - Corporate and Communities Overview and Scrutiny Panel on 8 June 2023 (comments provided to the Cabinet Member with Responsibility for Communities are attached at Appendix 1)

#### Background

3. Redditch Borough Council have approached Worcestershire County Council to request that the Redditch Library Service is moved from its current location, into a new Community Hub at Redditch Town Hall, to free up the space for the development of Redditch Town Centre.
4. For Worcestershire County Council to be assured that the proposed move would not be detrimental to the library service or the County Council's interests, it has stipulated, as outlined in the Report to Cabinet on 27 October 2022, that specific Commercial, Operational and Collaboration requirements would need to be fulfilled. These requirements are considered essential in protecting the County Council's interests, and if met will ensure that the County Council will continue to fulfil its statutory responsibilities for Libraries and will be not financially worse off because of the relocation.
5. These requirements were stipulated in the preliminary discussions with Redditch Borough Council, which identified Redditch Town Hall as a potential alternative location to deliver the library service from. In summary, the proposed location within the Town Hall would be comparable with the space in the current library; be walking/pram pushing distance from the existing library and the suggested commercial arrangements would mean Worcestershire County Council was not financially worse off. With it being indicated that these requirements could be met, albeit more detail was required, Cabinet agreed at its meeting on 27 October 2022 to commence a formal public consultation to seek opinion and views on the proposed relocation, before making a final decision.

6. Redditch Borough Council is already working on the redevelopment of the Town Hall and plans to go ahead with refurbishments and extension regardless of the County Council's decision on whether the library will move there. Redditch Borough Council does this at its own risk. The Town Investment Plan states that government funding for the redevelopment of the library site is conditional on the library relocation. Tight timelines have meant that Redditch Borough Council have had to continue with planning activity ahead of the County Council's final decision on whether to approve the relocation of the library, in order for the funding deadline of 31 March 2026 to be met. The County Council has provided and funded significant project management expertise, to support the development of the project. Cabinet will consider the proposals and consultation entirely on its own merits in terms of the Council's statutory duties as a Library provider.
7. The timescales on the project are ambitious as the Towns Fund monies must be spent by March 2026. The library service move, should approval be given, is likely to take place in Autumn 2024.

### **Public Consultation – Activity and Promotion**

8. A public consultation to understand residents' and library users' opinions, and the impact of a possible relocation of the library service in Redditch was carried out between 7 November 2022 and 24 February 2023.
9. The consultation consisted of background information to the proposals, a survey (available online and on paper), two public face-to-face meetings held at Redditch Library on 24 January 2023 and 9 February 2023 and a local history consultation meeting on 24 January 2023. The focus of the consultation was the proposed relocation of Redditch Library; it did not cover the wider Redditch town centre development proposals. A copy of the consultation activity plan, which sets out the full range of actions taken can be found within Appendix 2.
10. The online survey went live on 7 November 2022 until 24 February 2023 and was made available in Polish and Urdu. Alternative languages and formats could be requested by emailing the Redditch Library Consultation inbox referenced on the website and in press releases.
11. The paper survey was also available from the 7 November 2022 until 24 February 2023, and alternative languages and formats could be requested by emailing the Redditch Library Consultation inbox referenced on the website and in press releases. Paper surveys were also placed in the Redditch Library from the start of the consultation and were made available at the face-to-face meetings. A paper survey was also distributed to all Library Service at Home members at the start of the consultation via the Library Service at Home volunteers.
12. An email to all Redditch Library members (15,024 recipients) was circulated on the 7 November 2022 and then again on the 31 January 2023. The email promoted the consultation and provided the link to the Redditch Library Consultation site.
13. Paper visuals of the proposed library plans were placed in Redditch library on the 7 November 2022 for people to view. Additional images of the proposed interior were also provided and placed on the wall in the meeting room where the face-to-face

meetings took place. Simple versions of the Floor Plans were provided, following feedback, approximately two weeks later.

14. The proposed library plans were also placed on the Redditch Borough Council website along with further information about the proposed Plaza. The Redditch Library consultation site provided a link to the Redditch Borough Council webpage where more information could be found.
15. The Worcestershire County Council social media campaign for the consultation ran from 27 October 2022 to 22 February 2023. The social media posts are listed within the consultation plan in Appendix 2, but the overall performance of these posts are as follows:
  - Impressions (the number of times a post has been viewed; this could be multiple times from one person) - during this period: 20,828
  - Engagements (the number of times someone has 'liked,' commented, or shared a post) – during this period: 499
  - Clicks (the number of times the link in a post has been clicked) - during this period: 376
16. Worcestershire County Council also released proactive press on the dates below and copy of these releases can be found in Appendix 2 - the Consultation Activity Plan
  - 7 November 2022 – Making people aware that the consultation had launched
  - 11 January 2023 – Making people aware of the face-to-face meetings
  - 3 February 2023 – Making people aware of the face-to-face meeting
  - 15 February 2023 – Making people aware that the consultation would be closing soon.
17. Worcestershire County Council press releases were picked up by various newspapers including the Redditch Advertiser and Redditch Standard (all Consultation coverage can be found in Appendix 2 - the Consultation Activity Plan).
18. On average, the Redditch Advertiser has approximately 298,500 page views per month, and the Redditch Standard has 380,000 page views per month.
19. Frequently Asked Questions (FAQs) were placed on the Redditch Library Consultation site and were updated regularly based on queries and feedback. These FAQs were also provided to library staff to help prepare them for the consultation launch. Team leaders and staff were given a briefing note alongside the FAQs, to help provide support on how they should respond to queries from members of the public, about the consultation. On 12 December 2022, library staff also had a Q&A session to raise any further questions or queries they had received following the consultation launch.
20. In addition to the activity outlined above, digital posters were placed in local bus stops from 11 November 2022 until 24 February 2023. Digital posters and physical posters were also placed in the library following feedback provided at the face-to-face consultation meetings.
21. Facebook groups, for example “Hands off Redditch Library” also promoted and shared the County Council’s social media posts about the consultation.

22. Worcestershire County Council's Customer Services and Relations team were briefed at the start of the consultation, to direct any enquiries that came in via telephone to the Redditch Library Consultation inbox.
23. Full anonymised responses to the survey were published on 07 June 2023 and are available to view here: [Redditch Library Consultation | Worcestershire County Council](#)

### Public Consultation – Summary of Findings

24. The independent analysis of the consultation was carried out by Worcestershire County Council's Business Intelligence Team and completed based on the data available, including feedback from all sources. This report can be found in Appendix 3.
25. There were a total of 1467 responses to the survey (including 97 paper surveys). This represents 2.2% of the Redditch population aged over 19. There was good engagement and response to the survey for people aged 30 or over. There were fewer responses received for younger people aged under 30. 81% of survey respondents said they were library members.
26. Respondents were asked to what extent they agree or disagree with the new location for Redditch library being the Town Hall. 72.3% of respondents said that they disagree to some extent.
27. Library members were more likely to disagree (77%) with the plans than non-library members (51%).
28. Respondents were asked to give the reasons they agreed or disagreed with the new location for the library. 1425 comments were received. Feedback fell into two broad categories:
  - Factors relating to the proposed new location for the library
  - Factors relating to the wider town centre proposals
29. The three most common themes given by respondents in relation to the proposed new location for the library were:
  - **The proposed location for the new library is not as good**  
Comments about it being further from the town centre, bus stops, railway station and car parks were cited
  - **Concern that there will be a reduction in the facilities offered by the new location**  
Concerns that the move might lead to a degradation of library facilities and services and comments that the information provided at the consultation stage is not sufficient to reassure them that facilities will not be lost.  
  
This theme included concerns about the relocation of some archive collections to Worcester and about meeting room provision.
  - **Concern that the relocation will result in a reduction in the size of the new library**  
Concerns that the new location would result in a reduction in the size of the



library, having an impact on how respondents use the building to read, relax, work, or attend with children.

30. Other common themes around why respondents disagree with the Town Hall as an appropriate location for the library included:
- Concern the new location would lead to a fall in library use
  - Concern the new building might be less accessible, e.g., steps, steep ramps etc.
  - Safety of the area around the Town Hall and on the approaches to it.
31. There were several common themes as to why respondents agree that the Town Hall would be an appropriate location for the library:
- The new location is only a very short distance away
  - It is an effective use of buildings
  - They are happy to have the library as part of a hub with services all in one place
  - The idea that a move to a new location could include new, modern facilities
  - The new location could be more accessible
32. Respondents were asked whether anything would prevent them from using the library in the new location at the Town Hall. 1204 people responded to this question. The most common response to this question, by 36% of respondents, was that nothing would prevent them from using the library in the new location.
33. Reasons given that might prevent use of the library if it were in the Town Hall included:
- The environment or feeling of the new building
  - Would not use out of principle or boycott
  - Reduced facilities of the new building (if local archives were removed)
  - Availability of parking nearby
34. Two public meetings were held as part of the consultation giving residents the opportunity to ask questions and express concerns to a panel with officer and member representatives from Redditch Borough Council and Worcestershire County Council. Just over 100 people attended these meetings.
35. Many similar themes were dealt with in the public meetings as were expressed in the survey comments such as not wanting the library to move, how it would be a waste of money and the suitability of the Town Hall as a location for the library service.

### **Public Consultation – Responses to concerns raised**

36. In response to the key themes raised through the consultation, work has begun to address some of the concerns.
37. Discussions have taken place with Redditch Borough Council to identify ways of addressing accessibility concerns including making improvements to the Redditch Shop Mobility service and Dial a Ride service, mapping shortest and most accessible routes to the proposed new library location from different car parks, bus stops and other locations around the town centre, highlighting covered walkways and including a Blue Badge car parking space at the Town Hall. For example, the nearest bus stop

to the Town Hall is on Ipsley Street, a walking distance of 95m, compared to 153m from Redditch Library to the current nearest bus stop on Church Green West.

38. To address safety concerns Redditch Borough Council have confirmed that new LED lighting is being added to existing lamps within the Town Centre as a part of Public Realm enhancements, along with provision of new lighting along the High Street.
39. During the public consultation, a commitment was made by Worcestershire County Council to collaborate with local history groups and archive volunteers on the development of a plan for Redditch Library archive collections that would ensure archive material with the highest levels of local interest and demand was retained locally. This collaborative work commenced on 30 March 2023 and a draft plan has been completed and will be shared with local history partners the week commencing 19 June 2023. Working with plans recently provided by Redditch Borough Council we will be able to carry out a more detailed assessment of the amount of archive material that can be accommodated at the Town Hall if the relocation goes ahead.

### **Progress against the County Council's Stipulated Requirements**

40. The Cabinet report of 27 October 2022 set out several requirements to protect the County Council's interests, both commercially and in terms of service offer / statutory responsibilities. Progress to date against these requirements and the assurance offered in how they can be met are outlined below.

### **Commercial Arrangements**

41. The following explains how the "same cost" and best value for disposal requirements are met:
  - a. The existing library (including accommodation leased to third parties) consists of approx. 1764sqm. The previously reported 637sqm in the 27 October Cabinet report included high level areas reviewed in initial feasibility stages. Further work has been completed in the last 6 months to confirm the size of all areas within the current library building, including areas leased to a tenant, shared areas, back-office space, display space and study areas. The existing spaces within Redditch Library are identified in the below table, and have been verified by Worcestershire County Council Property Services:

Table 1: Existing Library Provision Space breakdown (sqm)

Identified Library Area	Total Area (sqm)
<b>Dedicated Library</b>	
Main Library Area	380
Children's Area	92
Computer Area	28
Multimedia Area	25
Meeting Room	19
Non-Fiction	147
Meeting Room 2	55
Meeting Room 3	28
Library Staff Desks Back of House (shared)	12
Book Store (archive / basement storage)	200
Office / Crafts Room	33
<b>TOTAL</b>	<b>1019</b>
<b>Dedicated Tenant</b>	
Front of House incl. Interview Room	325
PACE	9
Meeting / Training Room	25
Back of House Office (shared)	107
<b>TOTAL</b>	<b>466</b>
<b>Shared Areas (areas owned by WCC and shared with Library Tenant)</b>	
Entrance & Lobby	22
Library Shared Area with Tenant (computer area)	117
Staff Shared Room with Tenant	43
Shared Mezzanine with Wall Displays	69
Server Room	15
Shared meeting room	13
<b>TOTAL</b>	<b>279</b>
<b><u>Redditch Library Total Area</u></b>	<b><u>1764</u></b>

- b. Taken from the area schedule provided by Redditch Borough Council on the 15 June 2023, the area proposed to be leased to Worcestershire County Council within the Redditch Community Hub will provide 1835sqm, therefore providing an equivalent, albeit slightly larger, area. Based on these floor areas, an open market value of the accommodation to be leased to Worcestershire County Council has been assessed to be of similar open market value to the existing library. An updated set of floor plans and area schedule was received on the 15 June 2023 (attached at Appendix 4). At the time of publication of this report these plans had not been 'signed off' as

acceptable as due diligence was required, although slight changes will not impact overall valuation.

- c. Worcestershire County Council will be granted a 125-year lease of the accommodation for the library at the Redditch Community Hub and have proposed that this comes with the ability to sublet the whole or part, or to assign the lease in its entirety, subject to approval of both parties, not to be unreasonably withheld. At the end of the lease the County Council or its successors will have the rights to be granted another lease.
- d. In return for Redditch Borough Council granting a lease to the Hub, Worcestershire County Council will grant a 125-year lease of the Redditch library land and building. The County Council will retain the freehold at all times. Permission will be granted under the lease to allow Redditch Borough Council to redevelop the site, including the demolition of the library building itself. Upon expiry (or mutually agreed termination) of the lease to Redditch Borough Council, the land and any assets situated on it will revert to the County Council's ownership. In relation to both Head Leases neither the County Council or Redditch Borough Council can dispose of the Freehold, Assign or Sub-Let the Leasehold interests without the other party's agreement. To safeguard the total value of assets and ensure the County Council is no worse off financially at any stage, the Council will also be seeking to introduce terms to protect it should the total value of the assets be lower (in real terms) than it is today upon expiry of the lease. Terms will be included within the lease to offset any potential loss based on any difference. If, as expected, the total value is more than today's market value of the site (including assets), this will be accounted as a benefit to the Council.
- e. Worcestershire County Council currently receive an income from letting space within the existing library plus a proportional contribution to the running costs. If the County Council moves services to Redditch Town Hall, Redditch Borough Council will lease equivalent space to Worcestershire County Council to provide for the library and its current tenant. The County Council would then lease equivalent accommodation to its tenant and therefore still receive similar rental income which is guaranteed until 2028 when the lease ends. Conversations are ongoing with Worcestershire County Council's tenant on their occupancy of the proposed new space, noting the County Council's right within the existing lease to relocate them.
- f. Worcestershire County Council has proposed a mechanism within the heads of terms for the lease of the accommodation within the Redditch Community Hub, which will protect it from increased net premises costs which would not otherwise be incurred. It is proposed that the total of service charge must not be more than 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 have direct responsibility for electric charges as these will be separately metered to reflect actual use which we will have control of. The fact that the Town Hall building has new windows, solar panels and an air source heat pump installed is expected to support reducing running costs. Net budget position for Redditch library was included in the Cabinet report of 27 October 2022, and further detailed budget information has been shared with Redditch Borough Council. Redditch Borough Council confirmed in writing on 07 June

that ongoing running costs for the County Council's area within the Town Hall would be in line with actual spend in 2022/23. An outline of updated service charges is expected from Redditch Borough Council.

- g. Subject to satisfactory agreement being reached on the implementation/relocation costs as per the below, and providing an agreement can be reached in line with the principles above that the net costs to the County Council are equivalent to current net costs at the existing library in respect of both the capital assets, ongoing running costs, and income generate, in aggregate, the requirement for the County Council's overall costs/income position to be no worse will be met.
- h. Worcestershire County Council are waiting for Redditch Borough Council to confirm the proposed heads of terms and to provide an indication of what the actual likely proportional costs will be and the detail on the services to be covered under this cost. At the time of writing this has yet to be received from Redditch Borough Council.
- i. Redditch Borough Council provided a cost plan in August 2022 outlining the overall project funding to be provided for building works including fixtures and fittings. Since October 2022, further detailed planning has taken place to build the detailed scope of the requirements for internal and external plans, including a specific focus on Information Technology set up requirements. The provision that Redditch Borough Council will fund all costs associated with the relocation and the detail of specific works covered will be included in the contract to enter into a lease between Redditch Borough Council and Worcestershire County Council once the heads of terms have been agreed across all parties. The contract will make it conditional that these works are completed before the County Council are bound to complete the agreement to take the lease of the accommodation at The Hub and to lease the Redditch library to Redditch Borough Council. The principle of a 'no worse' position for Worcestershire County Council financially and operationally has been agreed with Redditch Borough Council. An updated cost plan incorporating all further developments such as IT set up costs, installation of CCTV provision, fit out of the areas is yet to be provided, and has been delayed by further amendments to layout plans.
- j. Worcestershire County Council have provided a detailed furniture audit of the current library and an assessment of which specific items of furniture can transfer to the proposed new location, reducing fixtures and fittings costs. However, until the floor plans for service delivery areas are finalised, it is not possible to confirm which items of furniture can be transferred. It will be a requirement that Redditch Borough Council will cover the costs of any new furniture required directly because of the move, for example, where wall space is limited in the new design, existing wall mounted shelving cannot be re-used, and new freestanding items will need to be procured. Written confirmation from Redditch Borough Council on this principle is being sought for inclusion in the Heads of Terms. Worcestershire County Council have committed to funding any items of furniture which will require replacement or upgrade for service delivery reasons.
- k. Should the request to move library services be approved, further support requirements from Worcestershire County Council are yet to be costed

including ongoing project management and other support services such as IT, Property and Library Services. WCC resources from a range of service areas have been allocated to Redditch Borough Council's project for the last 12 months at no cost to Redditch Borough Council. Ongoing support cannot be confirmed until Worcestershire County Council have received an updated project plan outlining the requirements and timeline.

- I. Further meetings to discuss Heads of Terms for lease agreement with Redditch Borough Council, noting all the above points and items yet to be confirmed, were held on 5 and 12 June 2023. Discussions to finalise in line with the County Council's requirements continue

## Operational and Service Conditions

42. Worcestershire County Council confirmed in March 2023 that the sqm calculations for the current library space were accurate, as noted in table 1 above and used for comparison to space in the proposed new area. An updated area schedule (square metre calculations) for the Library Space in the Redditch Community Hub was received on 15 June 2023 along with high level floor plans. A further iteration of floor plans is being worked on to confirm furniture layout following feedback received from the library service. Table 2 outlines the latest totals – though it should be noted that these are still subject to change when due diligence has been carried out on floor plans.

*Table 2: Space Comparisons (sqm) existing and proposed Redditch Hub for Library and Library Tenant including service delivery space and back-office space. Note this is still subject to change following due diligence.*

Space Allocated to:	Current Library	Proposed Library space in Community Hub	Difference
Library front of house (dedicated, public facing, service delivery)	1019	1094	+75
Tenant dedicated provision	466	518	+52
Shared space between library and tenant	279	223	-56
<b>Total</b>	1764	1835	+71

43. As mentioned in paragraph 41b) above, Worcestershire County Council have received updated floorplans from Redditch Borough Council on 15 June 2023, they indicate how the space and shared space are allocated across the lower ground, ground and first floors of the Town Hall. These updated plans are required to enable finalisation of commercial arrangements outlined above, and to assure Worcestershire County Council that allocated space within the Town Hall is equivalent to the service delivery area of the current library building. There are more detailed floor plans also being developed, which will include all the necessary furniture (e.g., shelves and computer desks) required to deliver the library service. These are expected by the 22 June 2023 and if received will be made available ahead of Overview and Scrutiny Performance Board on the 26 June 2023. It should again be noted that County Council Officers will require time to review this information and undertake due diligence therefore at the time of publication of this report no firm statement can be made on the assurance that the proposed space is acceptable for the library service.

44. Worcestershire County Council requires that alternative premises for the library are in a location that retains current footfall levels or where mitigation of a less central location is provided through an increase in the number of co-located service providers. The Community Hub at the Town Hall provides a single building for a range of agencies, including NHS and Redditch Borough Council services (confirmed) and other services (yet unconfirmed). However, it has been confirmed by Redditch Borough Council that NHS space and services will only be accessible by a separate entrance to the Town Hall. Separate entrances at the Town Hall for co-located partners may discourage use of library services and reduce library footfall. A review of methods for measuring footfall may be required to ensure data post-move can be directly compared if entrances are separated.
45. Redditch Borough Council have verbally committed to inclusion of a Blue Badge parking space in the Town Hall car park for library customers, in addition to short stay pick up and drop off spaces. This would enable customers with blue badges to park directly outside the library in its new location. The current Redditch Library building does not have allocated Blue Badge parking spaces. Worcestershire County Council have requested written confirmation from Redditch Borough Council that accessible and short stay spaces will be available for library users in the Town Hall car park. Further accessibility concerns raised through public consultation are noted in the Consultation section above and are also addressed through the Equality and Diversity Impact Assessment completed for the Cabinet Report due for consideration in July 2023 (Appendix 5).
46. All plans reviewed by Worcestershire County Council to date show the library service arranged predominantly on the ground and first floors of the Town Hall, with archive and storage space on the lower ground floor. The proposed extension to the Town Hall to accommodate the Community Hub includes a new 2 storey glass entrance and rear glass 4 floor extension, with highly visible signage and increased glazing throughout. Appendix 6 details the Latest exterior imaging of Redditch Community Hub – fly through video which contains artists impressions of the vision and ambition for all Redditch Regeneration Projects. Planning permission for these external works has been submitted to Redditch Borough Council and is currently live on the Public Planning Portal for comment. The proposed plans provide assurance that the requirement for a high profile, visible, glazed entrance to provide an attractive ‘shop window’ from the street can be met, subject to planning application approval.
47. Redditch Borough Council have confirmed that the Libraries Unlocked service delivery model can be implemented when a decision is made on the timeline for Redditch. The cost of implementing Libraries Unlocked will be covered by Worcestershire County Council as a part of that programme budget. Confirmation on a timeline for implementation of Libraries Unlocked in Redditch is subject to the Cabinet Decision on Redditch Library.

### **Collaboration Opportunities**

48. Redditch Borough Council have provided verbal assurance that Worcestershire County Council’s requirement for the design of the public realm space to incorporate clear design links and directional links to the proposed new library site to promote visibility of the library and mitigate risk of reduced footfall is being addressed. The County Council are awaiting confirmation from Redditch Borough Council on this matter. It is noted that the proposed location is close to the proposed Innovation Centre development. Worcestershire County Council has requested additional

signage, way marking and other features to be included in the Public Realm developments to encourage footfall to the new location.

## Purpose of the Meeting

49. The Panel is asked to:

- consider and comment on the contents of the report
- agree any comments to highlight to the Cabinet Member; and
- determine whether any further information or scrutiny is required.

## Supporting Information

- Appendix 1 - Comments provided to the Cabinet Member with Responsibility for Communities from the meeting of Corporate and Communities Overview and Scrutiny Panel on 8 June 2023
- Appendix 2 - Consultation Activity Plan
- Appendix 3 - Redditch Consultation Analysis Report
  - Appendix 3A Redditch Library Consultation Survey
  - Appendix 3B Redditch Library Consultation Supplementary Questions
- Appendix 4 - Floor Plans
- Appendix 5 - Equality and Public Health Full Impact Assessment (prepared for Cabinet Decision on 20 July 2023)
- Appendix 6 - Latest exterior imaging of Redditch Community Hub – fly through video containing artists impressions of the vision and ambition for all Redditch Regeneration Projects. Link to video: [Regeneration projects | Redditch Town Deal](#)

## Contact Points

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## Background Papers

In the opinion of the proper officer the Assistant Director for Legal and Governance the following are the background papers relating to the subject matter of this report:

- [Agenda for Overview and Scrutiny Performance Board on Tuesday, 25th October, 2022, 2.00 pm - Worcestershire County Council \(moderngov.co.uk\)](#)
- [Agenda for Cabinet on Thursday, 27th October, 2022, 10.00 am - Worcestershire County Council \(moderngov.co.uk\)](#)
- [Agenda for Corporate and Communities Overview and Scrutiny Panel on Thursday, 8th June, 2023, 10.00 am - Worcestershire County Council \(moderngov.co.uk\)](#)

All agendas and minutes are available on the Council's website here.



## **Corporate and Communities Overview and Scrutiny Panel - 8 June 2023 Comments to the Cabinet on the Proposal to Relocate of Redditch Library**

The proposal to relocate Redditch Library was discussed, the main areas and key comments made were:

### General Comments

- The Cabinet Member with Responsibility (CMR) confirmed that the role of Worcestershire County Council (the Council) in the process was to provide a statutory Library Service. The CMR assured Members of the Panel that there were no pre-determined views on this matter and that he was in listening mode. The Cabinet would have due regard to the comments made from Scrutiny and the responses from the Consultation as part of its consideration.
- There would be further discussion of the proposal and consideration of additional information by the Overview and Scrutiny Performance Board (OSPB) at its meeting on 26 June prior to the Cabinet decision on 20 July 2023.
- The Council would ensure that there was a comparable site and service offer and that its costs would be no worse as a consequence. The Panel noted environmental benefits to the move, the proposed new location already benefits from energy saving measures.
- Although updated floor plans had been received, they had not yet been signed off as there were outstanding queries; revised floor plans were awaited. The Council required clarification on the useable space available, the specific layout for the Children's Library, a Young Person Space and the size and flexibility of the multi-functional space.
- Redditch Borough Council (RBC) were looking to improve the shop mobility offer including access to mobility vehicles, blue badge car park spaces and improved lighting on the walkways.
- Confirmation on the archive space available was awaited. Further collaborative work was ongoing with a team of staff and volunteers to establish which archives would be kept locally and which would need to be transferred to The Hive, Worcester for secure storage.
- The Panel was informed of the three most common themes given by respondents in the Consultation process, which were:
  - i. That the proposed location was not as good as the current site, being further away from the town centre, bus stops, railways station and car parks.
  - ii. Concern that there would be a reduction in the facilities and services offered by the new location, with information provided at the consultation stage not being sufficient to reassure them that facilities and services would not be lost.
  - iii. Concern that the relocation would result in a reduction in size of the new library and thereby having an impact on how the building could be used.
- In response to a Member's concern about what the benefits would be for the residents of Redditch and the Council's taxpayers of the proposed move, the Panel was given examples of the themes of respondents to the Consultation who were in favour of the move eg the new location was only a very short distance away, it was an effective use of buildings, they were happy to have the library as part of a hub with services all in one place, that the move to a new location could include new, modern facilities and the new location could be more accessible.

### Public Consultation process

- The Panel was assured that the public Consultation exercise had been sufficient in size and scope and had followed due process and legal advice had been sought.
- It was also confirmed that the Consultation had been widely publicised and was as transparent as possible. Some examples were given of this, including that there had been 2 public consultation meetings (which had been well attended), posters had been put up in Redditch Library and Library staff had been briefed in order to be able to advise and answer questions about the process and there had been publicity via social media. Copies of consultation documents had been made available in paper as well as online and translation services had also been made available.
- The Business Intelligence Team had analysed the Consultation responses and it was confirmed that this was a Team independent of the Library Service.

### Commercial Arrangements

- It was confirmed that an updated Heads of Term agreement had now been received.
- It was confirmed that the Council would be no worse off, financially from this move.
- Removal costs would also be covered by RBC.
- The Panel was assured that there would not be a loss of a capital asset to the Council, as the Council owned the freehold of the land of the existing Redditch Library site and this would be retained. The proposed move would involve a 125-year leasehold exchange arrangement between the Council and RBC. It was requested that a more detailed explanation of this be included in future reports.
- The utilities costs payable by the Council would be apportioned from the metered cost of the utilities. It was highlighted that with the sustainability improvements to the Town Hall site, such as solar panels and heat pumps, some benefits were expected to be gained by the Council, though these had yet to be quantified.
- Further due diligence on the commercial arrangements would be carried out.

### Operational Services

- The learning from previous library moves eg Bromsgrove was shared. It was confirmed that historically, library moves to new sites had resulted in an increased footfall.
- Assurance was received that staff were fully engaged in the process and their views had contributed to the proposed operational arrangements.
- With regard to the position of stakeholders, it was confirmed that as a current tenant, the Department for Work and Pensions had been formally consulted and should the proposed relocation take place, would move to the new site.
- It was confirmed that there would be good access to the Town Hall site for deliveries and collections.
- There would be no impact from the move in respect of the roll-out of Libraries unlocked.
- Back office accommodation at the Town Hall would be shared with other users.
- The viability of a sensory room in the proposed new library would be included in the report for OSPB.

Collaboration opportunities

- The Council was looking to work collaboratively with the Innovation Centre development which was a part of the wider Redditch Town Development Plan.
- There were potential opportunities for collaboration with Redditch College for various initiatives, to be determined
- It was envisaged that the new site was a multi-functional space, with the opportunity for wide range of events going forward.

**Recommendation:**

**It was recommended that OSPB should be provided with floor plans including the children's library and the multi-functional space for its meeting on 26 June 2023.**

8 June 2023

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## Relocation of Redditch Library: Consultation Planning

Please see below the proposed communication plan for the Redditch Library Consultation Activity, as published as an appendix to the October 2022 Cabinet Paper.

The table of activity below has been updated to provide information on communication activity completed, when, and where possible what the reach of this activity was (relevant to social media and press releases).

### 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.




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### Consultation Activity Plan:

The Redditch Library Report is scheduled to go to Worcestershire County Council Cabinet on 27<sup>th</sup> October, where it will be proposed that a 90-day public consultation about the relocation of the library should commence on 7<sup>th</sup> November 2022 and end on 24<sup>th</sup> 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)	Activity Update – 8 <sup>th</sup> June 2023
<b>Surveys:</b> <ul style="list-style-type: none"> <li>• <b>Online</b> – found on WCC / Consultation site</li> <li>• <b>Paper</b> – access to the online survey will be available in the library on public computers and devices with support from library</li> </ul>	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.	<b>7<sup>th</sup> November 2022 to 24<sup>th</sup> February 2023</b>	The <b>online survey</b> went live on 7 <sup>th</sup> November 2022 until 24 <sup>th</sup> February 2023. The online survey was available in Polish and Urdu, and alternative languages and formats could be requested by emailing the Redditch Library Consultation inbox referenced on the website and in press releases.  The <b>paper survey</b> was also available from the 7 <sup>th</sup> November 2022 until 24 <sup>th</sup> February 2023, and alternative languages




<p>staff. Paper copies can be made available if people require it.</p> <ul style="list-style-type: none"> <li>• <b>Telephone</b> – an option for the Library Service at Home customers</li> </ul>			<p>and formats could be requested by emailing the Redditch Library Consultation inbox referenced on the website and in press releases. Paper surveys were also placed in the Redditch Library from the start of the consultation and were made available at the face to face meetings</p>  <p>Redditch Library Appendix A - Consu</p> <p>Shortly after this document was submitted for publishing, it was confirmed that rather than provide a telephone option for Library Service at Home customers, a paper survey would be distributed to them at the start of the consultation via the Library Services at Home volunteers.</p>
<p><b>Feedback from younger library users i.e. 10+ (approach tbc)</b></p>	<p>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.</p> <p>Approach to obtaining this feedback is tbc</p>	<p><b>7<sup>th</sup> November 2022 to 24<sup>th</sup> February 2023</b></p>	<p>An email was sent to all library members to make them aware that the consultation was live and that they should take part. The link to the consultation website was also provided.</p>   <p>Redditch Library      Redditch Library Consultation email_      Consultation email_</p>
<p><b>Face to Face meetings</b></p>	<p>1 x Redditch Library (Formal Presentation and meeting)</p> <p>1 x Kingfisher Centre (Pop up stall / area) (Library staff to attend this tbc)</p> <p>1 x Redditch Library (Formal presentation and meeting)</p> <p>1 x Kingfisher Centre (Pop up stall / area)</p> <p>1 x Redditch Library (Formal presentation and meeting)</p>	<p><b>Face to Face meetings to be staggered throughout the Consultation Period</b></p>	<p>Two Public Face to Face consultations took place on:</p> <ul style="list-style-type: none"> <li>• 24<sup>th</sup> January 23</li> <li>• 9<sup>th</sup> February 23</li> </ul> <p>The notes from these meetings can be found on the Redditch Library Consultation page - <a href="#">Redditch Library Consultation   Worcestershire County Council</a></p> <p>Promotion was also carried out by Redditch Borough Council in Redditch Town Centre on Saturday 17<sup>th</sup> December, where people were able to see what the Plaza could look like through a Virtual Reality Headset. The consultation was also promoted during this activity.</p>
<p><b>Additional Meetings with identified stakeholders</b></p>	<p>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.</p>	<p><b>TBC</b></p>	<p>An additional meeting with the Local History Group and Archives Group was conducted on the 24<sup>th</sup> January 2023, to listen to their concerns and gain feedback.</p>


			<p>The notes from this meeting can be found on the Redditch Library Consultation page - <a href="#">Redditch Library Consultation   Worcestershire County Council</a></p>
<p><b>Visuals and Digital 3D model</b></p>	<p>Paper Visuals – to be placed in Redditch Library</p> <p>Digital 3D model and Digital plans – to be placed on WCC website, Redditch Library website, RBC website.</p>	<p><b>7<sup>th</sup> November 2022 to 24<sup>th</sup> February 2023</b></p>	<p>Paper visuals of the proposed library plans were placed in Redditch library on the 7<sup>th</sup> November 2022 for people to view. Additional images of the proposed interior were also provided and placed on the wall in the meeting room where the face to face meetings took place.</p> <p>Images originally placed in the library:</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  <p>APPENDIX 1A Zones-Town Hall_ Lc</p> </div> <div style="text-align: center;">  <p>APPENDIX 1B Zones-Town Hall_ G</p> </div> <div style="text-align: center;">  <p>APPENDIX 1C Zones-Town Hall_ Fi</p> </div> </div> <div style="display: flex; justify-content: space-around; align-items: flex-start; margin-top: 10px;"> <div style="text-align: center;">  <p>APPENDIX 1D Zones-Town Hall_Se</p> </div> <div style="text-align: center;">  <p>Floor Plans with Zones and Possible</p> </div> </div> <p>Simple version of the Floor Plans provided c. 2 weeks later:</p> <div style="text-align: center; margin-top: 10px;">  <p>Possible Floor Plans with Zones_Redditcl</p> </div> <p>The proposed library plans were also placed on the RBC website along with further information about the proposed Plaza. The Redditch Library consultation site provided a link to the RBC webpage where more information could be found.</p>

**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	Activity Update 8 <sup>th</sup> June
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 <sup>th</sup> November 2022 to 24 <sup>th</sup> February 2023	<p>The Redditch Library Consultation site went live on 7<sup>th</sup> November 2022 and provided the background to the consultation, how to participate in the consultation and FAQs (note that the FAQs were updated regularly based on queries and feedback) <a href="#">Redditch Library Consultation   Worcestershire County Council</a></p> <p>The site also provided a link to the Redditch Borough Council site which provided images of the proposed plans and further information about the proposed Plaza.</p> <p>This site is still available, and now provides the consultation results in place of where the consultation survey link used to be.</p>
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 <sup>th</sup> November 2022 to 24 <sup>th</sup> February 2023	<p>Promotion of the consultation was included on the Redditch Library Facebook page.</p> <p>Redditch Borough Council promoted the consultation alongside their media activity from October 2022 until February 2023. This activity included sharing WCC's social media posts on their pages and website, and promoting the consultation in press releases.</p>
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"> <li>• Consultation Start – 7<sup>th</sup> November</li> <li>• Before each Face-to-Face meeting (tbc)</li> <li>• Prior to consultation ending (tbc)</li> </ul>	<p>The Worcestershire County Council social media campaign for the consultation ran from 27<sup>th</sup> October 2022 to 22<sup>nd</sup> February 2023. The social media posts are listed in the document attached below, and the overall performance of these posts are as follows:</p> <p>Impressions during this period: 20,828</p> <p>Engagements during this period: 499</p>



			<p>Clicks during this period: 376</p>  <p>Consultation Social Media Posts_Accessi</p>
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"> <li>• Consultation Start – 7<sup>th</sup> November</li> <li>• Before each Face-to-Face meeting (tbc)</li> <li>• Prior to consultation ending (tbc)</li> </ul>	<p>An email to Redditch Library members was circulated on:</p> <p>7<sup>th</sup> November 2022 31<sup>st</sup> January 2023</p> <p>This email promoted the consultation and provided the link to the Redditch Library Consultation site.</p>   <p>Redditch Library Consultation email_ Redditch Library Consultation email_</p>
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"> <li>• Consultation Start – 7<sup>th</sup> November</li> <li>• Before each Face-to-Face meeting (tbc)</li> <li>• Prior to consultation ending (tbc)</li> </ul>	<p>Worcestershire County Council released proactive press on the following dates:</p> <ul style="list-style-type: none"> <li>• 7<sup>th</sup> November 2022 – Making people aware that the consultation had launched <a href="#">Have your say on the proposed relocation of Redditch Library   Worcestershire County Council</a></li> <li>• 11<sup>th</sup> January 2023 – Making people aware of the face to face meetings <a href="#">Face to face sessions to be held as part of Redditch Library consultation   Worcestershire County Council</a></li> <li>• 3<sup>rd</sup> February 2023 – Making people aware of the face to face meeting <a href="#">Second face to face meeting being held for residents as part of Redditch Library consultation   Worcestershire County Council</a></li> </ul>

			<ul style="list-style-type: none"> <li>15<sup>th</sup> February 2023 – Making people aware that the consultation would be closing soon</li> </ul> <p><a href="#">Final call for residents to have their say on consultation for Redditch Library relocation   Worcestershire County Council</a></p> <p><b>The online, press and broadcast coverage of these releases were as follows, please see links below:</b></p>  <p>Media Coverage of Consultation Comm</p>
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 <sup>th</sup> November 2022 to 24 <sup>th</sup> February 2023	FAQs were placed on the Redditch Library Consultation site and were updated regularly based on queries and feedback. FAQs were also provided to library staff to help prepare them for the consultation launch. Team leaders and staff were given a briefing note alongside the FAQs, to help provide support on how they should respond to queries from members of the public, about the consultation. On December 12 <sup>th</sup> 2022, library staff also had a Q&A session to raise any further questions or queries they'd received following the consultation launch.

**REDDITCH LIBRARY CONSULTATION ACTIVITY – ADDITIONAL ACTIVITY COMPLETED (not included in the original plan)**

In addition to the activity that was put forward in the proposed communication plan, digital posters were placed in bus stops from 11<sup>th</sup> November 2022 until 24<sup>th</sup> February 2023. Please see an example of the visual below and photographs of the graphics placed in Redditch:

**Redditch Library Relocation  
Public Consultation Survey**

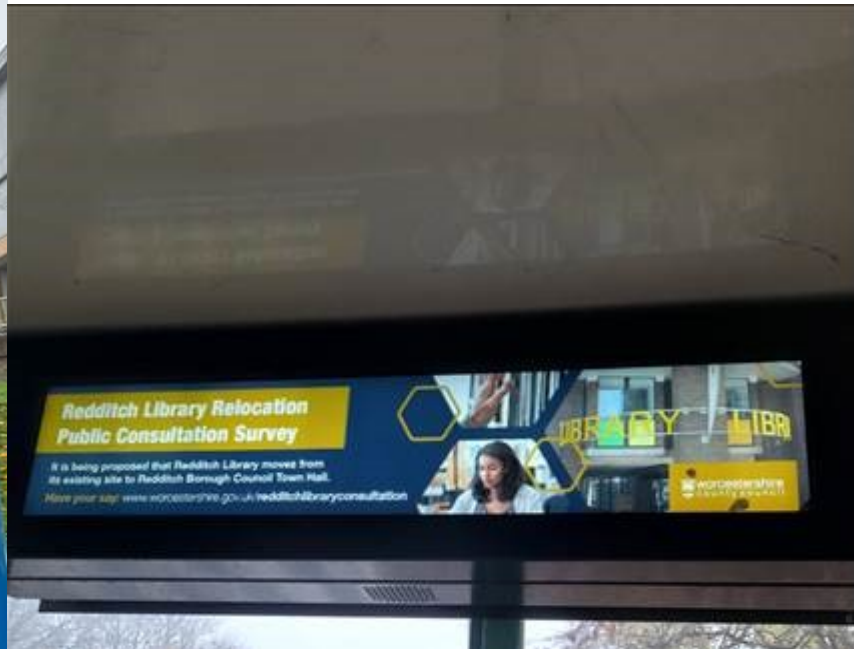
It is being proposed that Redditch Library moves from its existing site to Redditch Borough Council Town Hall.

**Have your say:** [www.worcestershire.gov.uk/redditchlibraryconsultation](http://www.worcestershire.gov.uk/redditchlibraryconsultation)

worcestershire county council

The poster features a yellow header with the title, a central image of a woman looking at a book, and a background image of the library building with 'LIBRARY LIBRI' signage. The Worcester County Council logo is in the bottom right corner.

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Digital posters and physical posters were also placed in the library following feedback provided at the face to face consultation meetings. Example below:



65538 Redditch  
Library Consultation

Facebook groups, for example “Hands off Redditch Library” also promoted and shared our social media posts about the consultation.

The Worcestershire County Council Customer Services and Relations team were also briefed at the start of the consultation, to direct any enquiries that came in via telephone to the Redditch Library Consultation inbox.

# Redditch Library Consultation Analysis Report

March 2023

Produced by Business Intelligence Team

## Redditch Library Consultation

This report contains the analysis of results of the public consultation about moving the location of Redditch Library. The scope of this consultation did not cover wider Redditch town centre proposals.

### 1. Background

Worcestershire County Council currently provide library services in Redditch town centre at Redditch Library in Market Place. The library is well used with just over 6,000 active users borrowing books or using computers in the library in the 12 months to the end of January 2023, making it the second most used library in Worcestershire after The Hive. When taking into account the full range of services offered by the library, including events, groups, and use of meeting rooms, it is thought that there are just over 11,000 active library users across all library services in Redditch.

Redditch Borough Council have developed a series of proposals for the development of the town centre and Town Hall areas of Redditch. The town centre proposals comprise of two parts. Part one involves transforming Redditch Town Hall into a community hub. Redditch Library has been invited to be a part of this hub. If the library does move into the community hub at the Town Hall, the proposals then involve the redevelopment of the existing library site into a new shopping and leisure plaza.

Worcestershire County Council carried out a public consultation to understand local residents' and library users' opinions, and the impact of a possible relocation of the library service in Redditch. The consultation was open from 7<sup>th</sup> November 2022 to 24<sup>th</sup> February 2023.

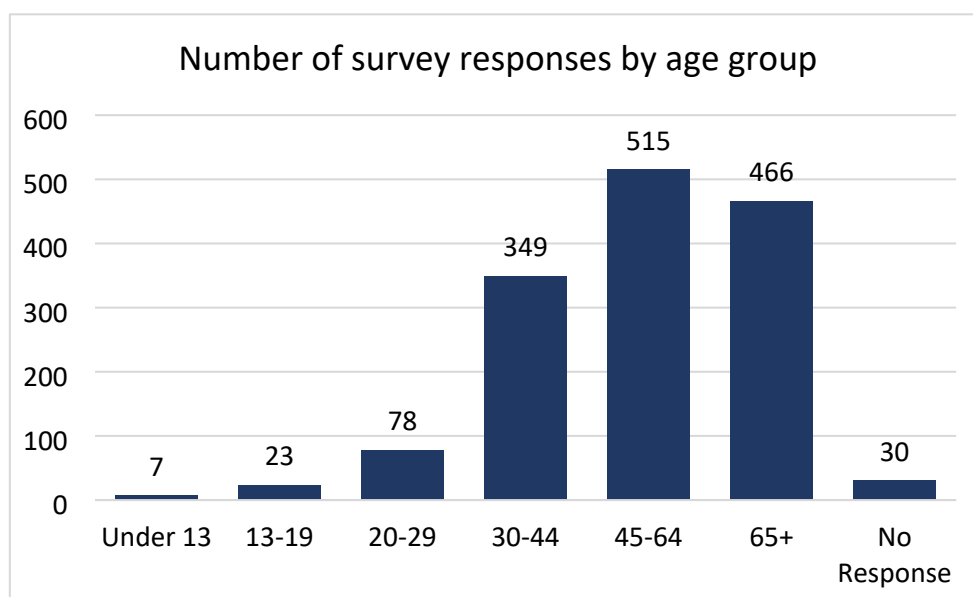
The consultation consisted of, provision of background information to the proposals, a survey (available online and on paper), and two public face-to-face meetings held at Redditch Library. The full survey is available in Appendix A. The survey was available to complete in English, Polish and Urdu.

The consultation has been widely covered in local press.

### 2. Survey Responses

There were a total of **1467 responses** to the survey. This represents 2.2% of the Redditch population aged over 19.

There was good engagement and response to the survey for people aged 30 or over. There were fewer responses received for younger people aged under 30.



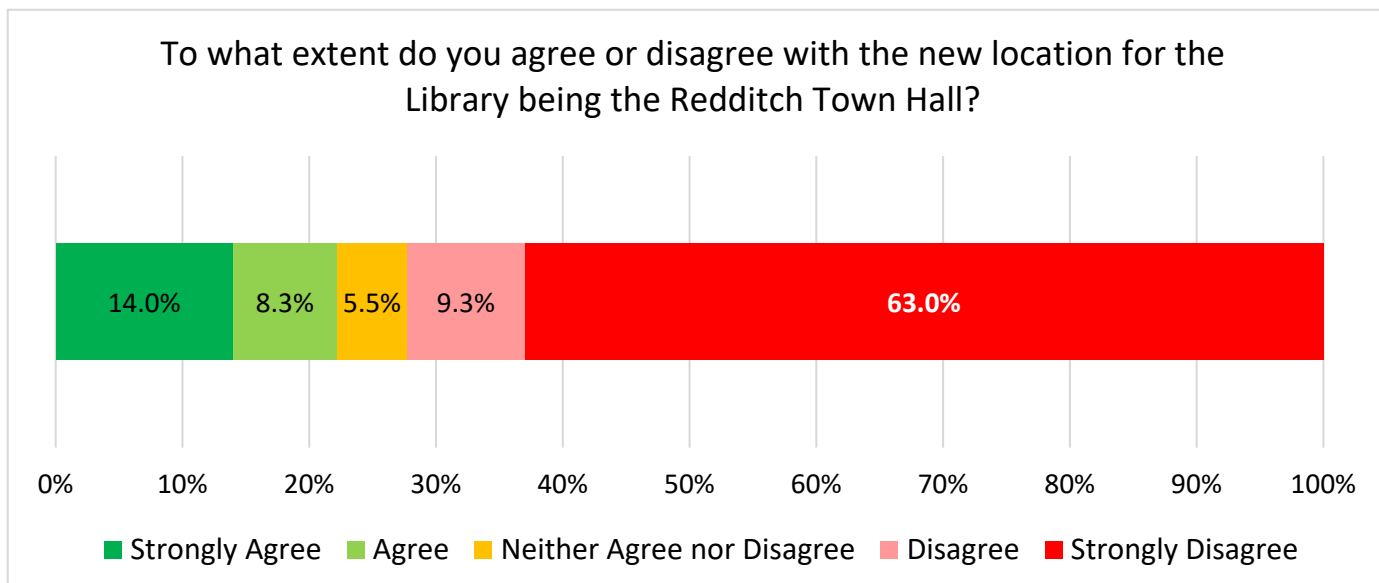
81% of survey respondents said they were library members.

The most common use of the library was to borrow books (73% of respondents), followed by 'to find out information', 'to read/relax', 'to research/work/study' and 'to use free public computers and internet'. This mix of services is also reflected in the priorities that respondents had for the library service.

More detail about uses of the library, priority library services and additional services respondents would like to see in the library can be found in Appendix B along with further breakdown of demographics.

### 3. Agreement with relocation to the Town Hall

Respondents are asked to what extent they agree or disagree with the new location for Redditch library being the Town Hall. 72.3% of respondents said that they disagree to some extent.

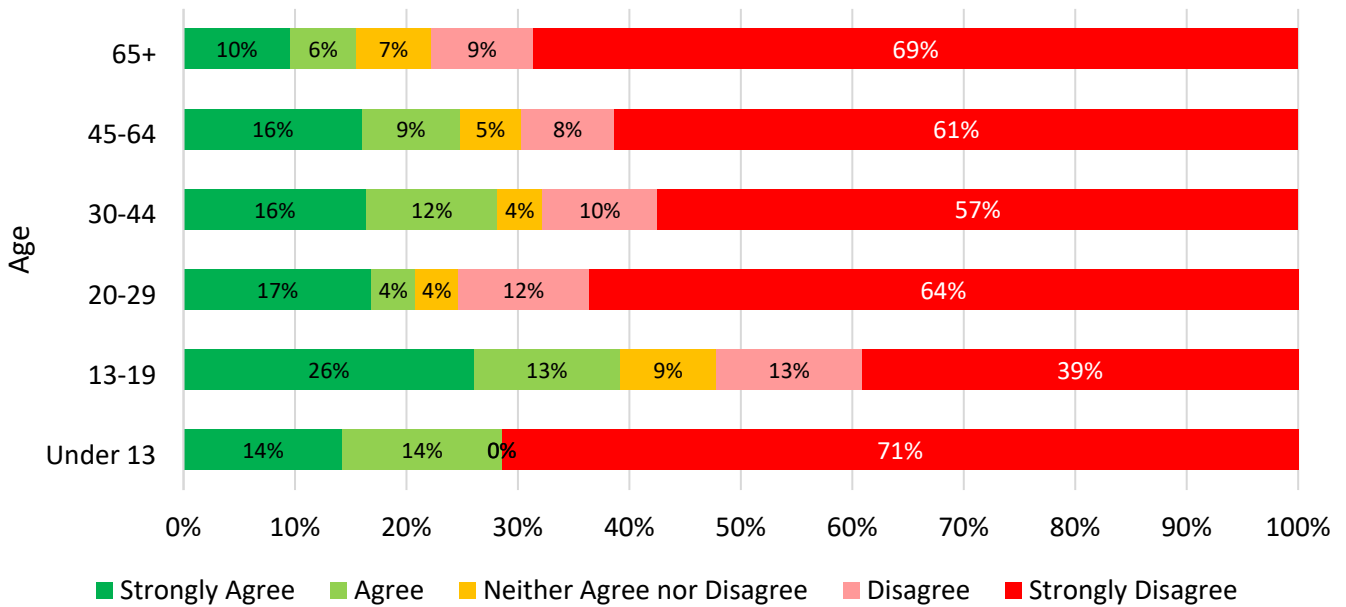


#### 3.1 Agreement with Relocation by Age Group

There is little difference by age group about whether a respondent agrees or disagrees with the proposal to move the library to the town hall for anyone aged 20 or over.

Note: There are much smaller numbers of responses in the Under 13 and 13-19 age groups than in other age groups.

### Agreement with Relocating Library by Age Group



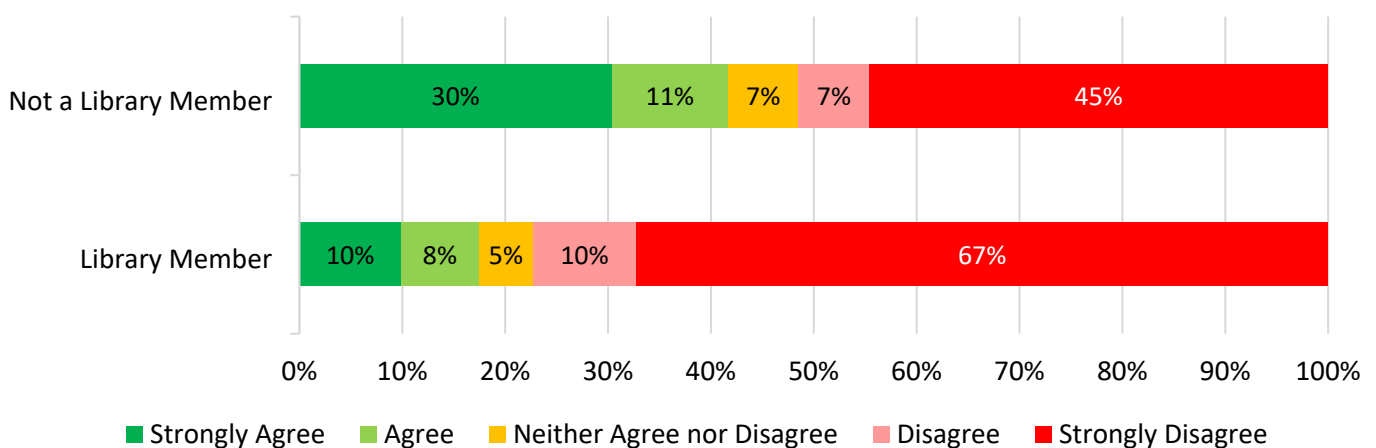
### 3.2 Library Members

Library members are slightly more likely to disagree (77%) with the plans than non-library members (51%).

Comments suggest that non-library members have responded to the consultation as local residents with an interest in the impact on the town centre proposed by the plans.

Note - Some comments mentioned the safe, welcoming space that the library provides without a requirement to spend money and how it is not only open to members – therefore some non-members may still be library users (just not borrowing books).

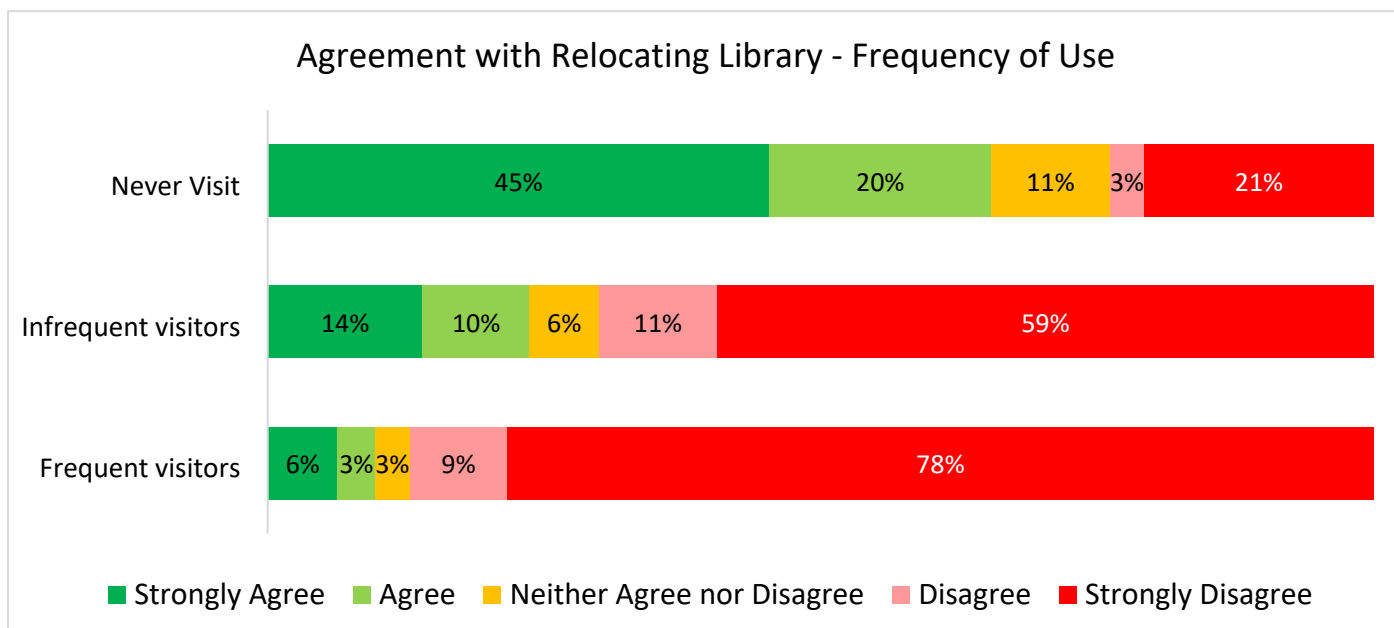
### Agreement with relocating Library - Library Membership





### 3.3 Frequency of Use

Frequent users of the library were more likely to disagree with the library moving into the Town Hall building with 87% disagreeing with the move compared to just 24% of respondents who said they never visit the library.



### 4. Reasons why respondents agree or disagree with the new location for the library

Respondents were asked to give reasons as to why they agree or disagree with the new location for the library. 1425 comments were received. The full set of comments for this and all free text response questions can be viewed in Appendix C.

All comments were read and then grouped into themes. Each comment may have contained more than one theme.

Themes were focused in two areas:

- Factors related to the proposed new location for the library
- Factors related to the wider town centre proposals including the benefit and funding of this

While the second set of factors are not directly in the scope of this consultation, they are still closely linked with the decision to move the library.

#### 4.1 Themes – New location for the library

The three most common themes given by respondents in relation to the proposed new location for the library were:

##### 1. The proposed location for the new library is not as good

This includes comments about how it is further from the town centre, further from the bus and railway station, further from car parks and involves walking down and up a hill to get to.

*“The Town Hall is quite a bit further away from public transport than the library is now and crucially it is downhill meaning that people with restricted mobility have to climb a hill to get back to their bus.”*

*“It is too far away from the bus station and car parks and would invoke a lot of extra walking which is difficult for the elderly and disabled especially in winter as there is no covered walkway.”*

**2. Concern that there will be a reduction in the facilities offered by the new location**

Respondents were concerned that the move to a new location might lead to the degradation of facilities and services offered by the library. Some comments state that the information provided at the consultation stage is not sufficient to reassure them that facilities will not be lost.

This theme included concerns about the relocation of some of the archives to Worcester so they will no longer be available in Redditch, but also about some other facilities in the new library such as the provision of meeting rooms.

*“Have not yet seen any specific plans regarding the library. Concerned it may lead to a reduction in what is available in the library.”*

*“I believe the consolidation of three library meeting rooms and two council meetings rooms into three shared meeting rooms represents a degradation to the library service.”*

*“I object to any removal of Redditch's archives from the town; these are our archives and should be accessible to all residents. Redditch is where they belong.”*

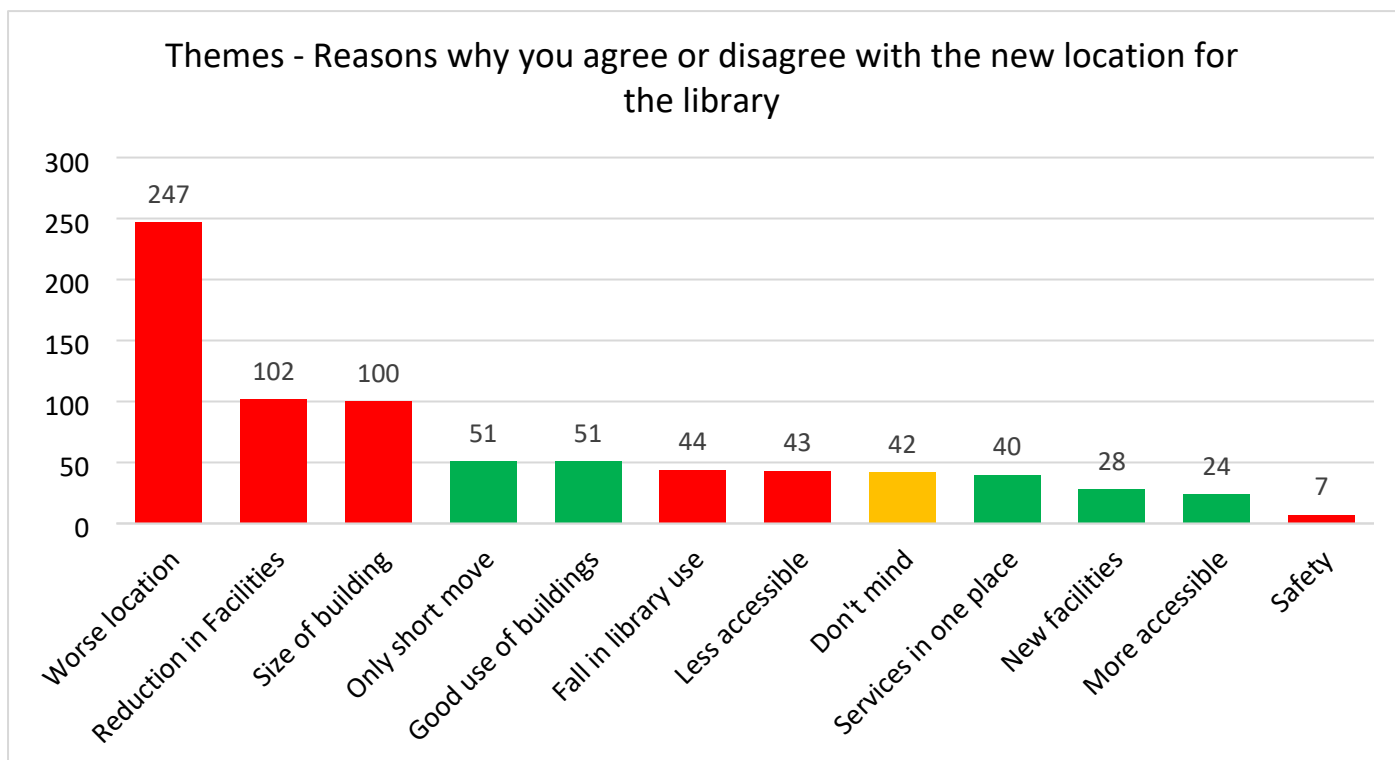
**3. Concern that the relocation will result in a reduction in the size of the new library**

This theme included a range of comments from respondents that the new library within the Town Hall would result in the reduction in the size of the library, having an impact on how they use the building to read, relax, work, or attend with children.

*“The proposal move for the library is to move into the town hall is downsizing and downgrading the library. The proposal shows that the space is not anywhere near what we currently have as a library, especially for a town with a bustling college.”*

*“I'm not sure the Town Hall will have the right amount of space for books, desks, computers etc.”*

*“It sounds like it's going to be shrunk and stuck in a basement as an afterthought a library should be every town jewel.”*



Other common themes around why respondents disagree with the Town Hall as an appropriate location for the library included:

- Concern the new location would lead to a fall in library use
- Concern the new building might be less accessible, e.g. steps, steep ramps etc.
- Safety of the area around the Town Hall and on the approaches to it.

*“The library in its current position has great footfall. If it is moved to the Town Hall, footfall will drop dramatically because it will be away from the Town Centre.”*

*“I for one would not like to walk past the pubs or away from the safe areas. When it’s dark and late is a higher risk.”*

There were also several common themes as to why respondents agree that the Town Hall would be an appropriate location for the library, such as:

- The new location is only a very short distance away
- It is a good use of buildings
- They are happy to have the library as part of a hub with services all in one place
- The idea that a move to a new location could include new, modern facilities
- The new location could be more accessible

*“It’s only few yards away from the current location, therefore I have got no objections.”*

*“I think that it is a really good idea to pull all of the services together into one building which can be accessed by all.”*

*“It makes sense to co-locate and share services across public sector. A lot of the activity that people go to the Town Hall to undertake may increase library footfall, usage and raise awareness of what other services are on offer there.”*

*“I love the idea of a community hub, all services under one roof.”*

*“I don’t like that in the current library I have to use a lift to get the pushchair to the children’s books. Moving the library gives the opportunity for this to change.”*

*“I also think that the library has been drained of resources and new books for a long time so if this is the boost it needs to refresh the available resources for all the community then I am all for it.”*

#### 4.2 Themes – Wider town centre proposals

This set of comments were given as reasons why respondents agree/disagree with the Town Hall as the new location for library but deal with the wider town centre proposals and the costs and benefits of moving the library at all.

The four most common themes given by respondents were:

**1. The current library building and location is ‘fine as it is’.**

This theme includes comments of how well used and liked the current library is and how suitable the location is near to the town centre and the Kingfisher Centre.

*“We have a perfectly good library which functions well in its current position.”*

*“I believe the library is ok where it is at present, the building is modern, accessible to all, closer to the town centre, and it is really unnecessary.”*

*“I feel that a library is better suited to its own premises, and the Redditch Library is a perfect building for such a library. It would be a shame to get rid of the building when it is so suitable for its current function.”*

## **2. The proposals are a waste of money**

Comments in this theme talk about moving the library, and in some cases the wider plans, as a waste of 'taxpayer's money'. This was often linked with comments about the current library being already located in 'perfectly good building'. There are also comments about how the current library has relatively recently been renovated.

*"There are more pressing needs for our Council to consider before spending such huge amounts of money on this move."*

*"Why waste money demolishing the library building, when that money would be better spent improving the town centre, the Parade opposite the church being just one area that might benefit."*

*"The library has just had an enormous amount of money spent on refurbishment. Why would you just dismiss that? Is money that easy to come by? It is a purpose built stand alone library. Perfect! as it is. There is no need to waste more money on a service already perfect."*

## **3. The town centre needs development**

There were a range of comments made about the town centre needing improvement and development. These were often made by people who agreed that the library should move to the Town Hall, although not exclusively.

*"The town is desperately in need of revitalisation and in particular the area of the current library and the current town hall."*

*"Redditch Town Centre is desperate need for regeneration and investment. The current Library building does not allow for the vision of the Town Deal to be achieved and therefore the library needs to be relocated to the Town Hall."*

*"I support the wider regeneration of the town centre and understand the relocation of the library can help to facilitate this."*

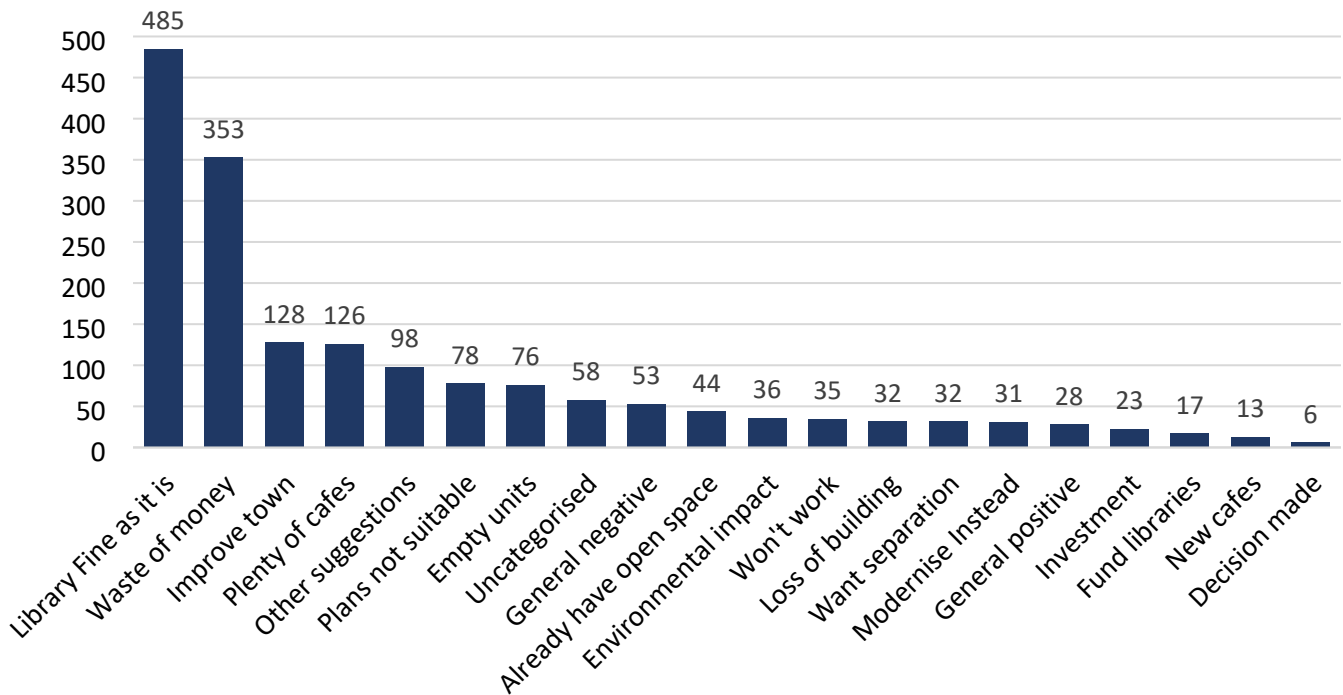
## **4. Redditch already has plenty of cafes and coffee shops**

A range of comments were made on the town centre development proposals and views and benefits of the proposed changes. One area in particular was not popular, and this was around the vision of new café facilities around the redeveloped plaza area. Respondents thought that Redditch town centre already had enough cafes for its needs.

*"We have plenty of Coffee shops and eateries in Redditch already as whenever a shop closes down, it becomes a cafe. We do not need an outdoor eating area as has been proposed as we do not have a same weather conditions as on the continent."*

*"There are already dozens of cafes and the like in the town centre and Kingfisher centre. Citizens will not drink more coffee or eat more buns just because there are more places to do that."*

## Themes - Reasons why you agree or disagree with the new location for the library



Comments also touched regularly on these themes:

- Other suggestions for the use of the money or the development of the town centre – commonly involving the market.
- That the town centre development plans are not suitable for the area, weather, demographic of Redditch etc.
- There is plenty of available commercial space in the town centre already without creating more
- The current open space in the centre is sufficient or could be enhanced to be sufficient
- The environmental impact of demolishing the library and the development plans
- Loss of a building with distinctive brutalist architecture

*“It is far from following the green agenda to demolish buildings and release CO2 into the atmosphere when it is not absolutely necessary!!”*

*“Your environmental impact assessment fails to consider the enormous environmental cost of demolishing a healthy and suitable building. The majority of greenhouse gases that are produced from buildings come not from occupation, but from manufacture of building materials and construction. The concept of improving environmental sustainability by moving to a more efficient building while demolishing the old one is a folly. Furthermore you have not included the environmental impact of remodelling the town hall. I believe that demolishing and rebuilding the library contravenes the council's environmental pledge.”*

*“The library is a classic example of Brutalist architecture in the West Midlands and needs to be kept up and preserved as much as possible, so that the unique character of the region is retained.”*

*“The proposal intends to replace the Library with an empty space, there is plenty of space in the town centre, we do not need more.”*

## 5. Things that might prevent use of the library in the new location

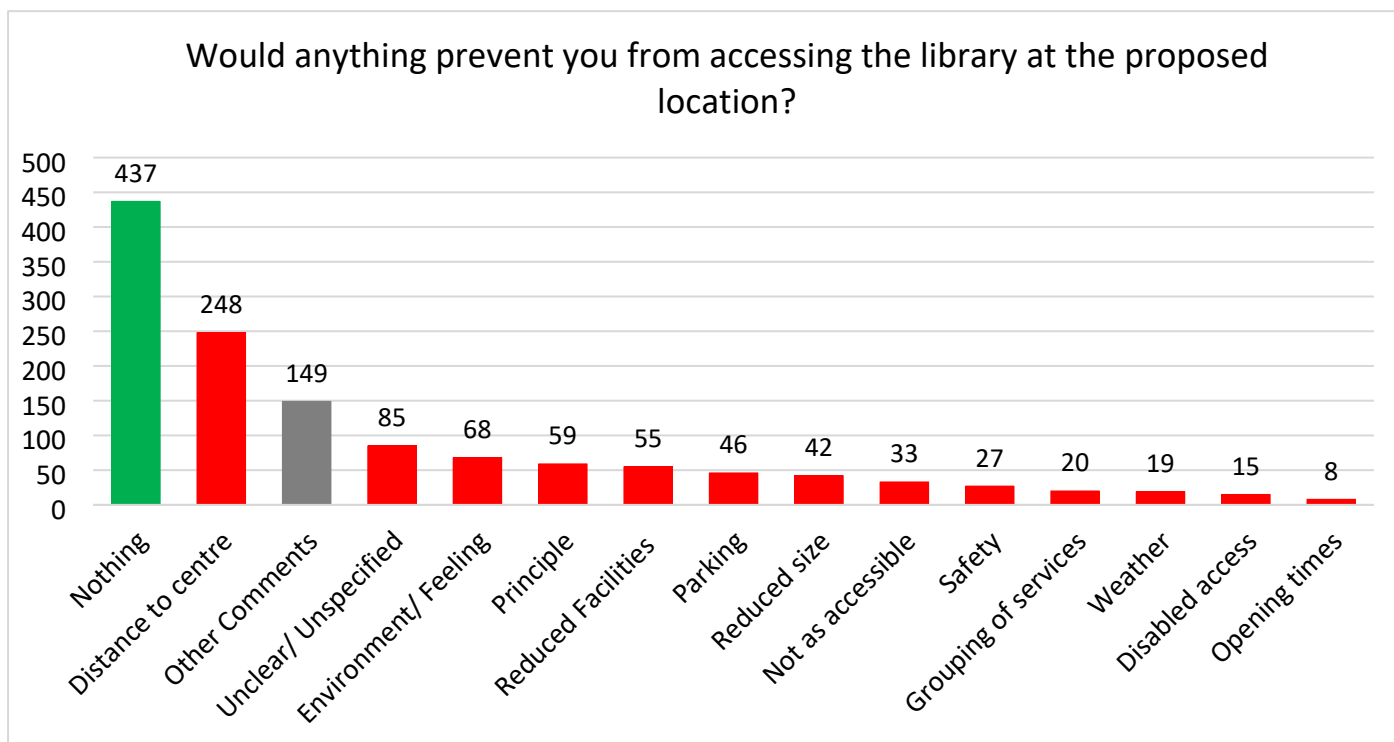
Respondents were asked whether anything would prevent them from using the library in the new location at the Town Hall. 1204 people responded to this question. The most common response to this question, by 36% of respondents, was that nothing would prevent them from using the library in the new location.

*“No as it is virtually next door.”*

*“No. Not at all. I think it can only be a positive thing for Redditch. We are not losing anything only gaining.”*

*“I would be happy to continue to use the library in its new location”*

*“Probably not, subject to decent access arrangements e.g. opening times.”*



The most common reason identified which would prevent use of the library in the new location was its distance from the town centre.

*“Yes. The new location is further away to walk to and is isolated from the town shopping centre.”*

*“Too far to walk for a lot of people. Not easy just to pop in while in town doing other things if you move it further away.”*

*“It is too far for me to walk as I use a mobility aid.”*

Other reasons given that might prevent use of the library if it were located in the Town Hall included:

- The environment or feeling of the new building
- Wouldn't use out of principle/boycott
- Reduced facilities of the new building (in particular if the local archives were not here then could not use them)
- Availability of parking nearby

*“This is not about me, but I can see many that would not feel comfortable attending, not all have a good relationship with Redditch Town Hall, the library is a safe place a welcoming place you cannot replicate it in the town hall.”*

*“Wouldn’t use it on principle. Will find alternative ways to get what I need.”*

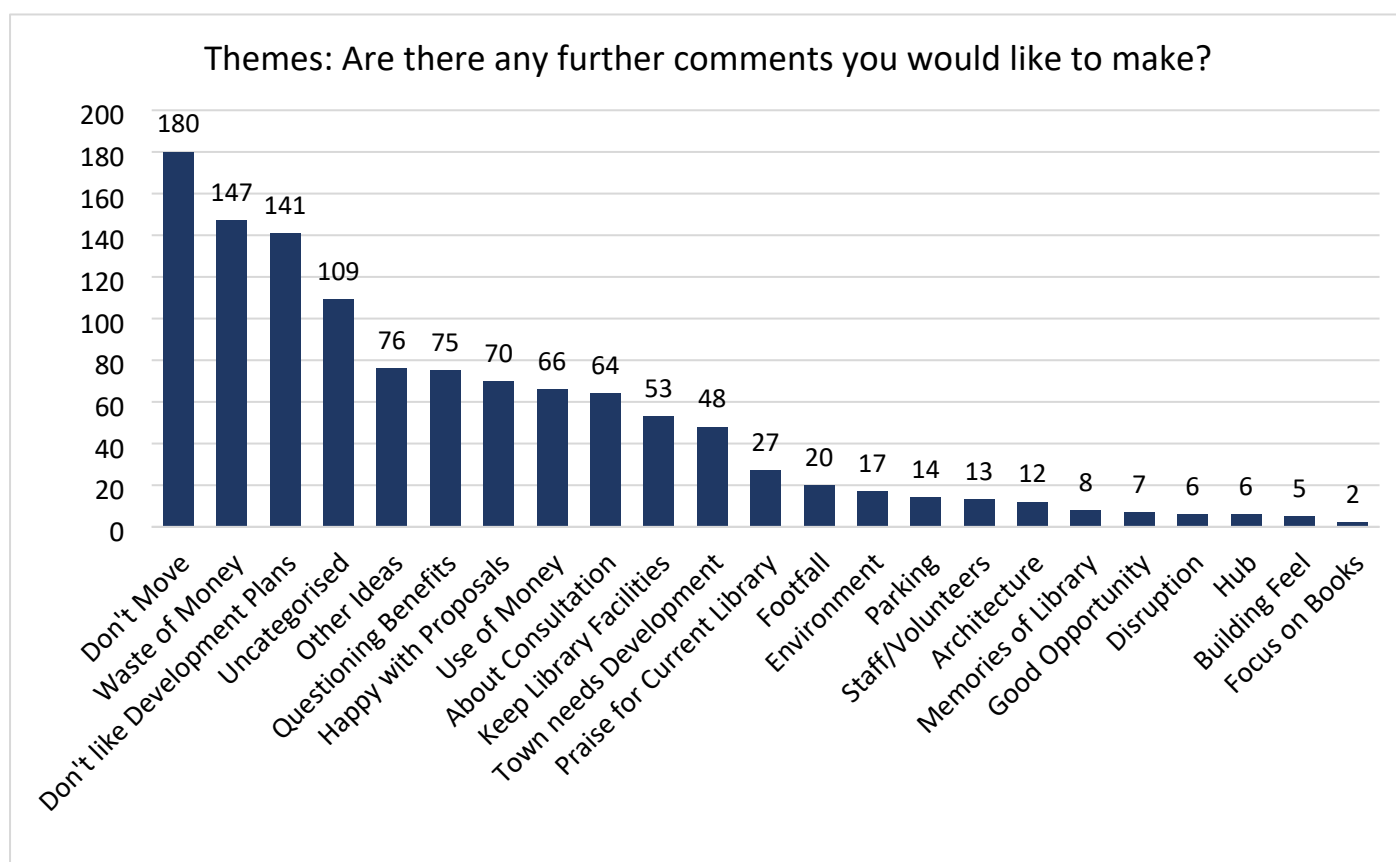
*“Yes, it will be too far away from where I park the car as a Blue Badge holder and there is never enough disabled parking at the town hall.”*

*“The new library appears to be less well equipped than the existing one. I'm not sure if I will bother.”*

*“I am autistic and I struggle with change and processing information. I have been coming to the library since 1984 and I know it. I would struggle with using a totally different space.”*

## 6. Have your say

Respondents to the survey were also offered a final opportunity to make any further comments about the proposals to relocate the library to the Town Hall. 840 comments were received.



The most common responses picked up on themes already discussed such as a desire for the library to remain in its current location and that they consider the relocation to be a waste of money. However, this section was also used to comment on the town centre development plans, including providing other ideas for the town centre or for how the money might be spent.

*“To move the library from the site it is on already is a big waste of Redditch tax payers money, as the site it is on at present suits all people who want to use the library and close to centre so we want get to wet and cold in bad weather.”*

*“The library is vibrant and popular in its present spot, it already brings hundreds of people a day out of the Kingfisher and onto the high street. Will a fountain do the same? It was the first place I visited as a new resident for info, and being central and obvious helped this. It is used all the time by*

*vulnerable people who was struggle to walk the further distance, which is much further from the bus station and central car parks. I am very much against this proposal.”*

*“The current position of the library could actually enhance that area. By using the money to add to the unused areas around the library you could actually increase footfall to the library and encourage people to use the outside areas with food and drink outlets along the front where the unused British heart foundation shop is.”*

*“Moving the library to the town hall site will give the chance for a cafe pavilion area. As mentioned in the plans. I would be less interested in large retail chains using that space. I would like to see small local ethical businesses trading in that area. Maybe with some cooperative community based ventures. Such as a community lead bakery perhaps with the opportunity of on-site learning/ baking skills courses. Also the chance to extend the market area and perhaps have a monthly farmers market.”*

Some people used this section to express how happy they were with the proposals.

*“I appreciate the work that is being done to improve Redditch and feel that we should not be held back by staying with what is familiar, just because that is more comfortable. While it will cost a considerable amount to make the changes, it will open up other possibilities to improve Redditch.”*

*“People want to see the town get its well deserved upgrade. It is absolutely vital that the towns bid money is used to enhance the town and the relocation of the library will bring much needed regeneration to a town that at the moment is pretty much on its knees Please - you must allow this project to be undertaken for the sake of safeguarding our town for generations to come.”*

A number of respondents praised the current library and reinforced the value and importance of keeping library services in Redditch

*“Whatever happens with the location, please keep the library and all the activities that currently happen there. It is a fantastic community facility!”*

Finally, some people used this section to comment on the consultation itself.

*“I think that this consultation is very important and the issue at hand has garnered a lot of public attention, so it would be great if our opinions and thoughts were actually heard and taken in consideration. This feels like a done deal but I hope I’m wrong and that this consultation isn’t just a thing you have to do but don’t have to listen to.”*

## 7. Feedback from Face-to-Face Public Meetings

Two public meetings were held as part of the consultation giving residents the opportunity to ask questions and express concerns to a panel with officer and member representatives from Redditch Borough Council and Worcestershire County Council. Just over 100 people attended these meetings.

Many similar themes were dealt with in the public meetings as have been expressed in the survey comments such as not wanting the library to move, how it would be a waste of money and the suitability of the Town Hall as a location for the library service.

*“If you move the service down to the Town Hall, there are a lot of people with kids, older people with mobility issues – when it is pouring with rain. Are you going to build a covered walkway for people? Can you change the access from the front to the side, make sure you can access from a flat surface with no steps?”*

*“I am concerned about the money it will cost to demolish the current building plus the money to improve the Town Hall. Why can’t that money be saved by improving the existing building, create a*



*plaza either side of the library. I don't understand the money that is being wasted to demolish this and improve that."*

*"It seems too obvious that this is all about money. This library could be a focus of the plaza, with café services on the ground floor, opening on to the square outside. We could open up the place more. With millions to spend on it, it could be made lovely. This shouldn't just be another commercial exercise."*

The meetings also provided members of the public to seek further detail and clarification on aspects of the consultation and wider plans.

*"For clarification – you say you want no diminution of the library service. It looks like the square footage of the new space is more than the current, but no space has been given for computers, business space, study space. Looks to me like we are moving to a smaller space and losing out because of it – the paper shows zeros for things when they are not zeros!"*

*"There are a lot of events on at the same time, is there enough space in the new library for that to happen so they are not interfering with each other?"*

*"The benefit of doing this needs to add value to what there is because it is going to cost a lot of money. What value will this money spent be adding to the services?"*

*"If money is not spent by 2026 has to go back to central government, can this be delivered in time?"*

*"Concerned that the move from point A to point B. RBC have said that services are going to be bigger and better, but I am worried that the process of the move will allow the opportunity to remove those services... .. The more things that move, the more chances there are to cut a corner here. Look what happened in COVID, corners were cut and we lost out on a lot of things."*

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# Redditch Library Consultation

This survey is available in English, Polish or Urdu.

If you would like to request this survey in a different language please email [redditchlibraryconsultation@worcestershire.gov.uk](mailto:redditchlibraryconsultation@worcestershire.gov.uk)

The Redditch Library Consultation is an opportunity for us to share the proposed library relocation plans with Worcestershire / Redditch residents and community organisations so that both groups can provide their views and make suggestions.

By completing this voluntary survey you agree to your responses being collated, processed and analysed by Worcestershire County Council. All information provided will be held in accordance with the General Data Protection Regulation (GDPR) and used only to inform our proposals for library change.

Please read the background and details of the proposal on the consultation webpage [www.worcestershire.gov.uk/redditchlibraryconsultation](http://www.worcestershire.gov.uk/redditchlibraryconsultation) prior to answering this survey.

The closing date for responses to this consultation survey is 24th February 2023.

## Are you a library member?

- Yes
- No
- Not Sure

## What do you visit Redditch library for?

Tick all that apply

- To borrow books
- To borrow music CDs, DVDs or audio books
- To use free public computers and internet
- To use free Wi-Fi
- To use online reference resources, e.g. Ancestry
- To find out information
- To research/ work/ study
- To meet people
- To read/ relax
- To attend a library social connecting group (Old Redditch Reminiscencers, Knit & Natter, Jigsaw Swap)
- To attend a community social connecting group (Reddi to Talk, Carers Careline Community Group)
- To attend a reading group/ writers group/ book club
- To attend a film club/ film makers club
- To attend an adult learning course
- To attend a job club/ job fair
- To attend author events/ special events
- To volunteer
-

- To receive digital support from library staff/ Digital Champions
- To use BIPC (Business and IP Centre) Worcestershire business resources/ services (business drop-ins, 1:1 support, business databases, business networking)
- To use Library Service at Home
- To attend NHS clinics/ drop-ins
- To attend early years story/ rhyme times (Baby Bounce and Rhyme, Story, Joy & Rhyme, Story Stomp, Storytime)
- To bring children to library events & activities (Chatterbooks, Lego Club, Crafty Kids, Code Club, Science Club, Duel, Dungeons & Dragons)
- School visit/ Nursery visit
- Other (please specify below)

**It is proposed that Redditch Library will be relocated to allow for the Redditch Town Plan to be realised. To what extent do you agree or disagree with the new location for the Library being the Redditch Town Hall?**

- Strongly Agree
- Agree
- Neither agree nor Disagree
- Disagree
- Strongly Disagree

**Please explain the reasons why you agree or disagree with the new location for the library.**

**Would anything prevent you from using the library at the suggested new location? Please explain.**

**Are there any additional community services you would like to see in Redditch library?  
Please describe below.**

**Would you be interested in volunteering at Redditch Library?**

Answering this question will not commit you to volunteering at Redditch library in the future.

- Yes  
 No  
 Not Sure

If you would like more information on volunteering opportunities, it can be found here:

[https://www.worcestershire.gov.uk/info/20017/libraries\\_and\\_learning/11118/volunteering\\_and\\_work\\_experience\\_in\\_a\\_library/1](https://www.worcestershire.gov.uk/info/20017/libraries_and_learning/11118/volunteering_and_work_experience_in_a_library/1)

Or you can visit the library to speak to a member of library staff or call 01905 822722.

**Have Your Say. Are there any further comments you would like to make**

### **About you**

Please complete these questions to help us understand the different views of different sections of the community. All information provided will be kept confidential.

**What best describes your gender?**

- Female  
 Male  
 Prefer not to say  
 Prefer to self-describe

**What is your age?**

- Under 13  
 13-19  
 20-29  
 30-34  
 45-64  
 65+

**Do you have any long-standing health condition or disability? (Long-standing means anything that has troubled you over a period of at least 12 months or that is likely to affect you for at least 12 months.)**

- Yes  
 No

**Does this health condition or disability limit your day to day activities in any way?**

- Yes, limited a lot  
 Yes, limited a little  
 No

**What is your home postcode?**

Thank you for taking the time to complete this questionnaire. Now please click submit.

## Appendix B – Supplementary Survey Questions

Responses to questions asked as part of the consultation about the impact of moving Redditch Library from its current location to Redditch Town Hall.

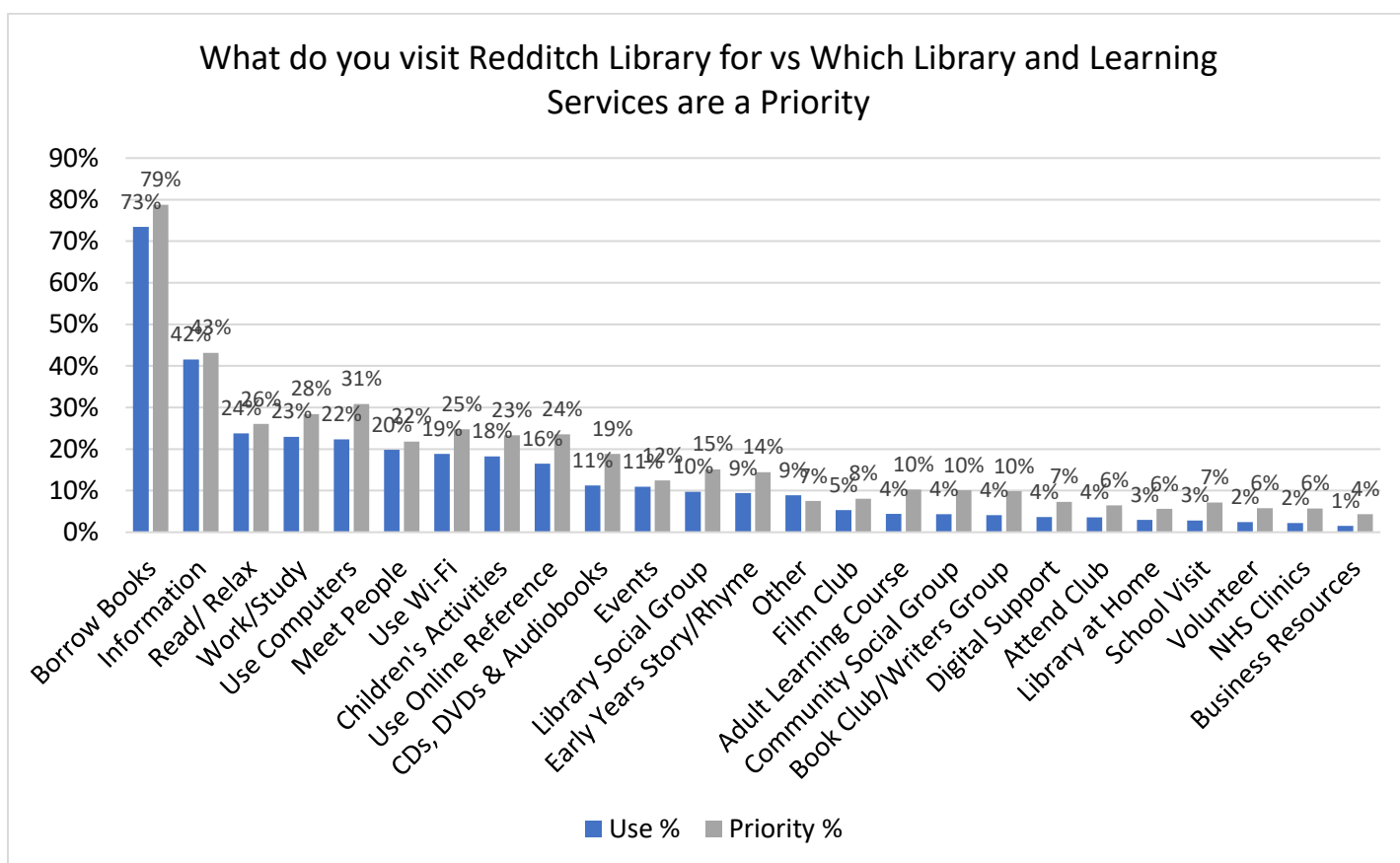
### Use of the Library and Priority Services

Respondents were asked to tick all the reasons from a list as to why they use Redditch Library. They were then given the same list of library uses and services and asked which ones were a priority for them.

By far the most common use of the library for 73% of respondents was to borrow books. This was also the top priority service offered by the library chosen by 79% of respondents.

The top 5 most common services for both use of the library and priority for respondents was completed by:

- To find out information
- To read/relax
- To research/work/study
- To use free public computers and internet.



### Additional services

As part of the consultation survey respondents were asked “Are there any additional community services you would like to see in Redditch library?”.

550 responses were received for this question.

The most common additional service that respondents would like to see were various types of clubs or meetings at the library, for example book clubs, social clubs and children’s groups.

*“It would be lovely to see a wider range of clubs. I know there are already clubs in place, but I think adding a wider variety for a different range of abilities, age and peoples interests would attract much more people.”*

Additional services also popular with respondents were an information and advice centre such as the Citizens Advice Bureau, a café and space or clubs for youths.

*“It would be lovely to have a community coffee shop, perhaps run by volunteers with proceeds going into the library.”*

*“Citizens advice office - someone to talk to face to face instead of an email.”*

*“Youth Services. The town desperately needs to focus on engaging with and providing opportunities for young people. There is not enough for them to do and the town is becoming an intimidating place to be at times.”*

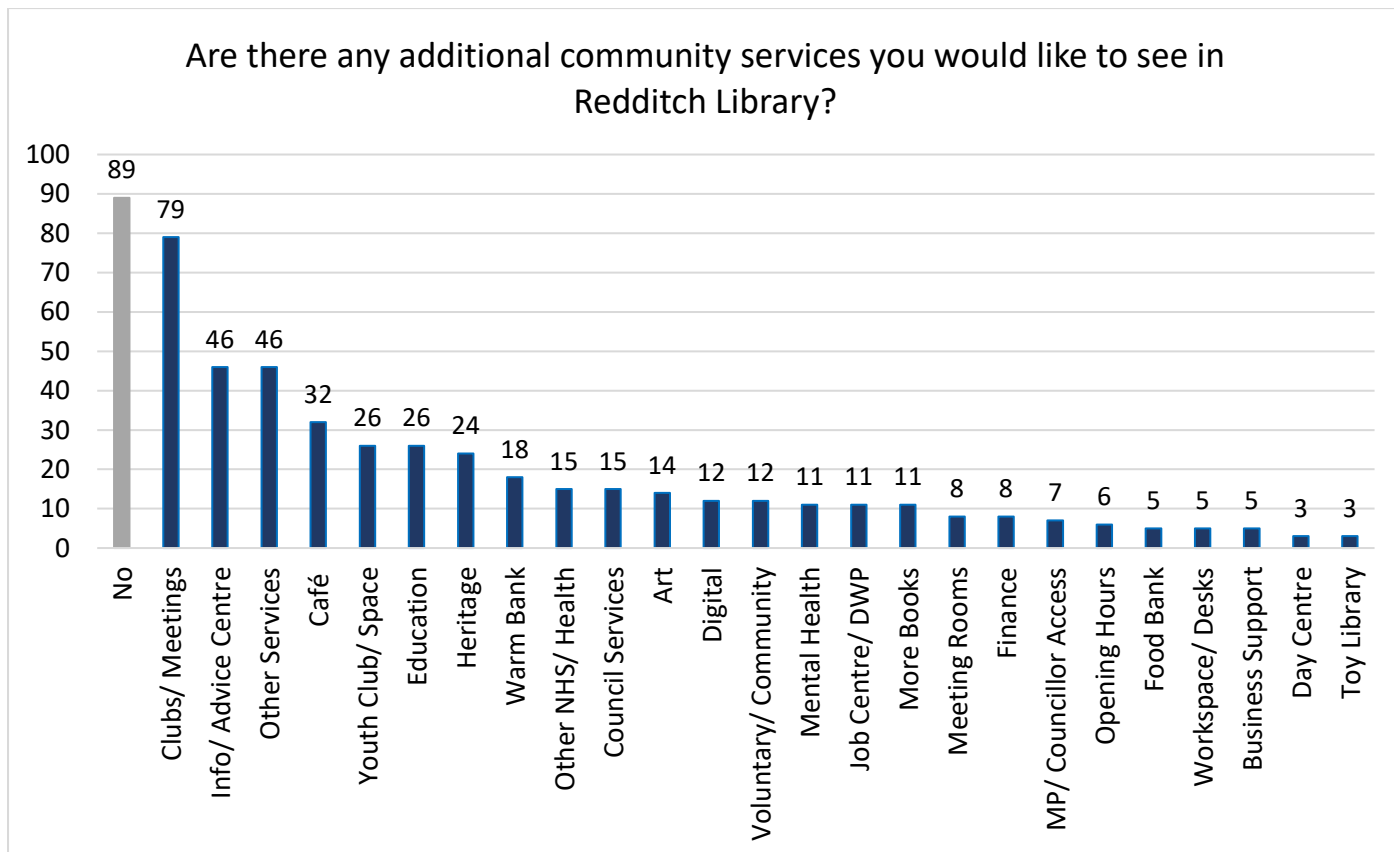
Education for adults and young people and history or heritage provision were also popular with respondents.

*“Perhaps a Redditch Museum as part of the town hall hub.”*

*“I would like to see the current Library building retained but working in partnership with Redditch Museum to build a comprehensive heritage centre housing our archives and artifacts for future generations to use.”*

*“Update everything push for a centre of knowledge have classes there for improving the towns educational ability with HOW college.”*

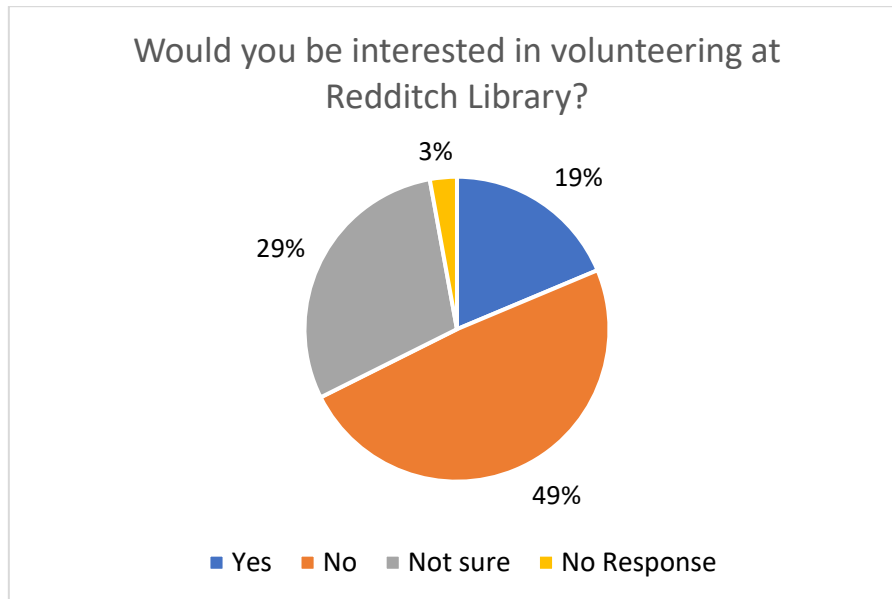
*“Technical Lectures/ evening classes would be great. The College has cut back drastically.”*





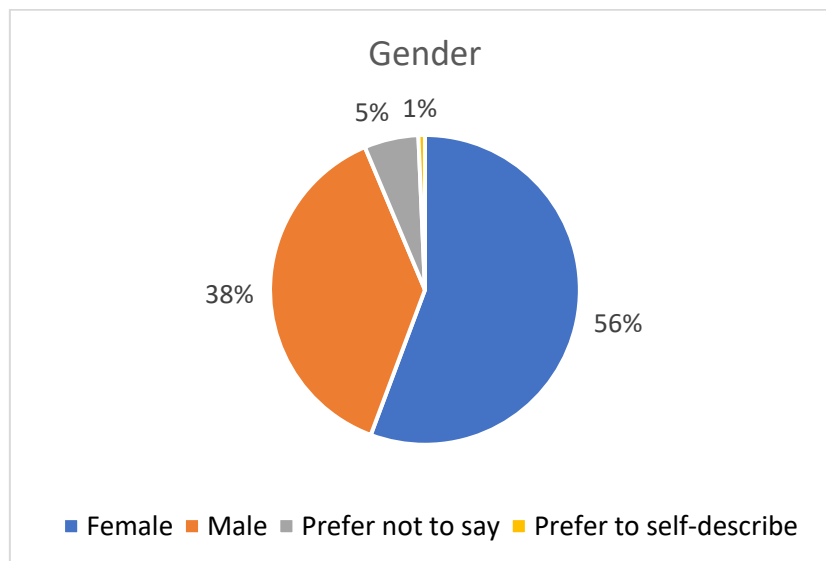
## Volunteering

19% of respondents said that they would be interested in volunteering at Redditch library.



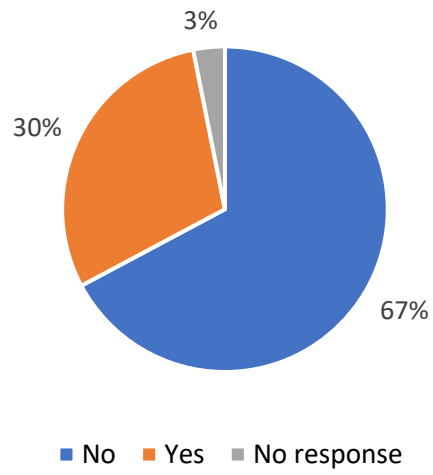
## Demographics

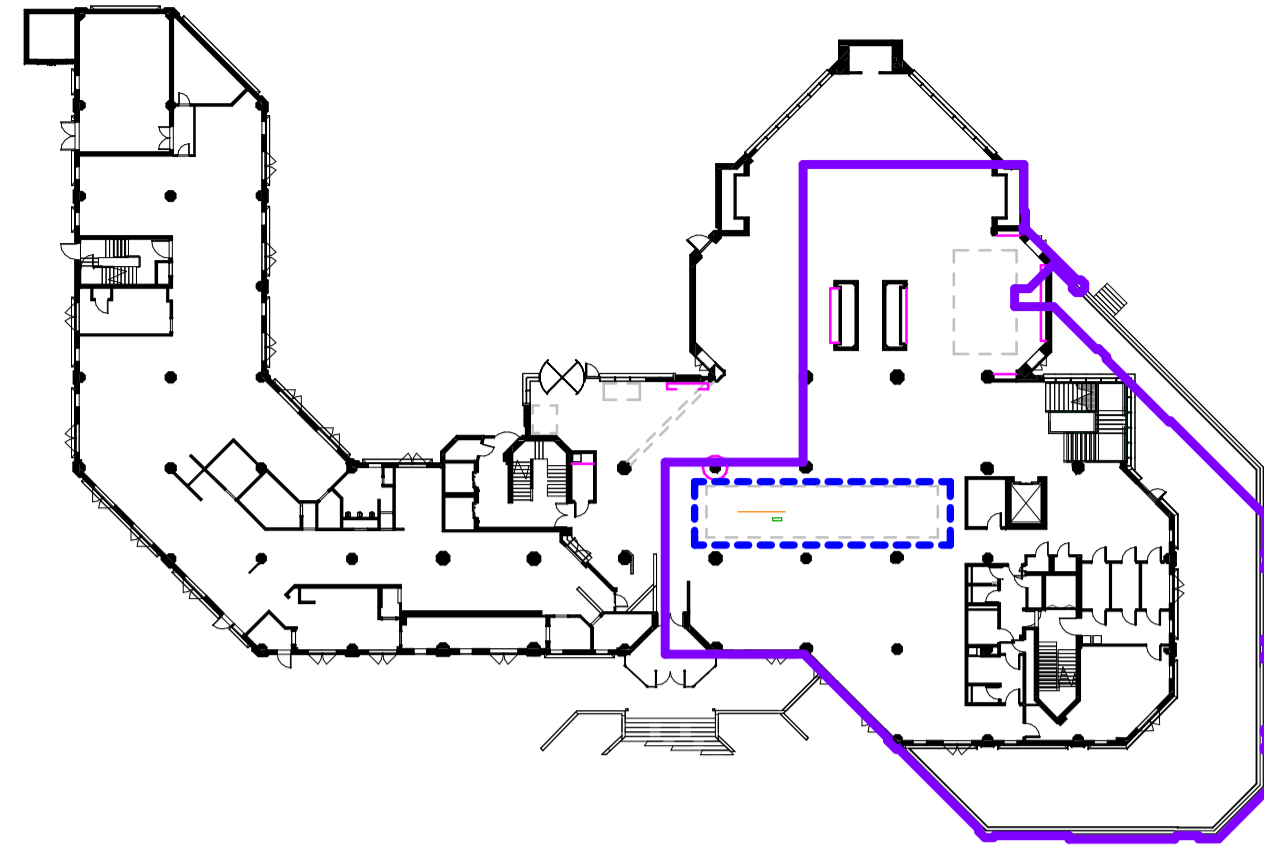
There were slightly more female respondents than male respondents.



30% of respondents said that they have a long-standing health condition or disability. Responses are slightly over represented with people who have a long-standing health condition or disability. 30% of respondents compared to 25% of the Redditch population as measured by the Census 2021.

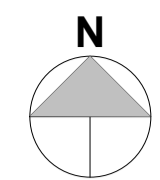
### Long-standing health condition or disability





Keyplan  
Scale @ 1 : 500

Note:  
All existing information shown is based upon a survey model provided by the client. In some instances existing information was not available and has been estimated.  
All proposed information shown is subject to review by the following consultants (list not exhaustive): Structural Engineer, M&E Engineer, Building Control, Fire Engineer, Acoustician, Planning Consultant, Local Authority, Statutory Consultants.



Scale Bars TO BE USED ONLY AS GUIDANCE

1:100	mm	0	1000	2000	3000	4000	5000
1:200	mm	0	1000	2000	3000	4000	5000
1:500	M	0	10	20	30	40	50
1:1250	M	0	10	20	30	40	50

- NOTES**
- All dimensions and levels are to be checked on site.
  - Any discrepancies are to be reported to the architect before any work commences.
  - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
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- This drawing contains the following model files:-  
12905-AEW-XX-XX-M3-A-0001

**CDM 2015**

Client notified of duties: 11/04/22  
Principal Designer: TBC

Unless noted below, all known hazards have been highlighted on the drawing.

**Key**

- Current Project Boundary
- Existing Structure
- Existing Structure (assumed - subject to further survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

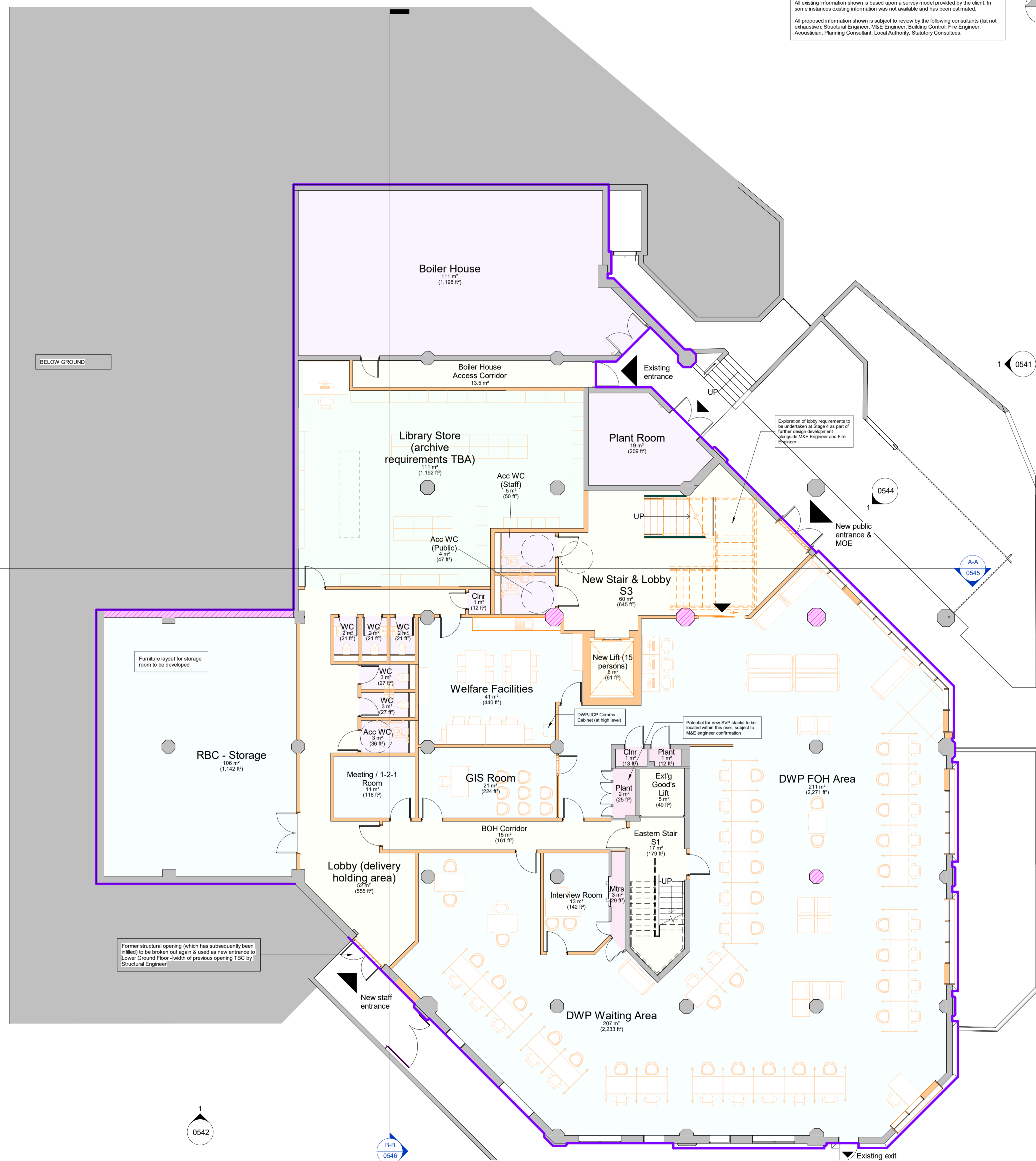
**Proposed Uses**

- Circulation
- Hub / Library Area
- Storage
- Support Areas
- Staff Areas
- DWP / JCP FOH Area
- Council Chamber

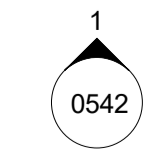
**NOTE**

**INTERNAL FURNITURE LAYOUTS ARE IN ABEYANCE PENDING IMPLEMENTATION OF CLIENT & END USER COMMENTS RECEIVED ON 14/06/2023**

P02	15/06/23	Areas / layout updated following client meeting following WCC meetings 14/06/23	MH	LD
P01	28/04/23	Initial Issue	MH	LD
Rev	Date	Description	Drawn by	Checked By
Status	Purpose of Issue			
S2	For Information			
drawing stage	<b>Stage 3</b>			
client	Redditch & Bromsgrove Borough Council			
project	Redditch Town Hall			
drawing title	Proposed GA Lower Ground Floor Plan (Stage 3)			
date	27/03/23	drawn	MH	
scale @ A1	As indicated	checked	LD	



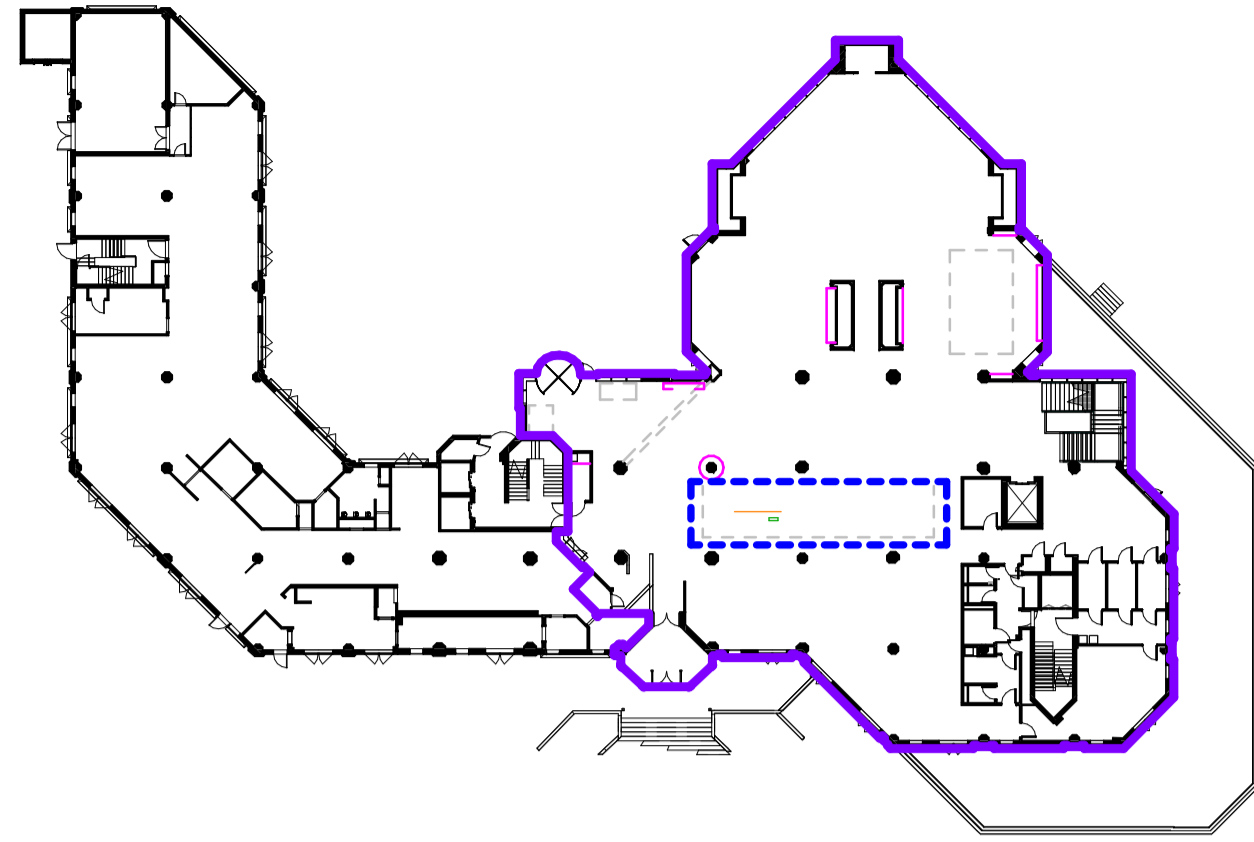
LG - Proposed GA Lower Ground Floor Plan (Stage 3)  
Scale @ 1 : 100



B-B  
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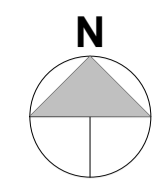
Row P02  
 12905-AEW-XX-LG-DR-A-0650  
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Keyplan  
Scale @ 1 : 500

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Client notified of duties: 11/04/22  
Principal Designer: TBC  
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- Not in project scope

**Proposed Uses**

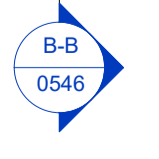
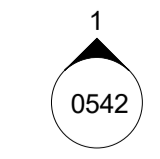
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- Staff Areas
- DWP / JCP FOH Area
- Council Chamber

**NOTE**  
**INTERNAL FURNITURE LAYOUTS ARE IN ABEYANCE PENDING IMPLEMENTATION OF CLIENT & END USER COMMENTS RECEIVED ON 14/06/2023**

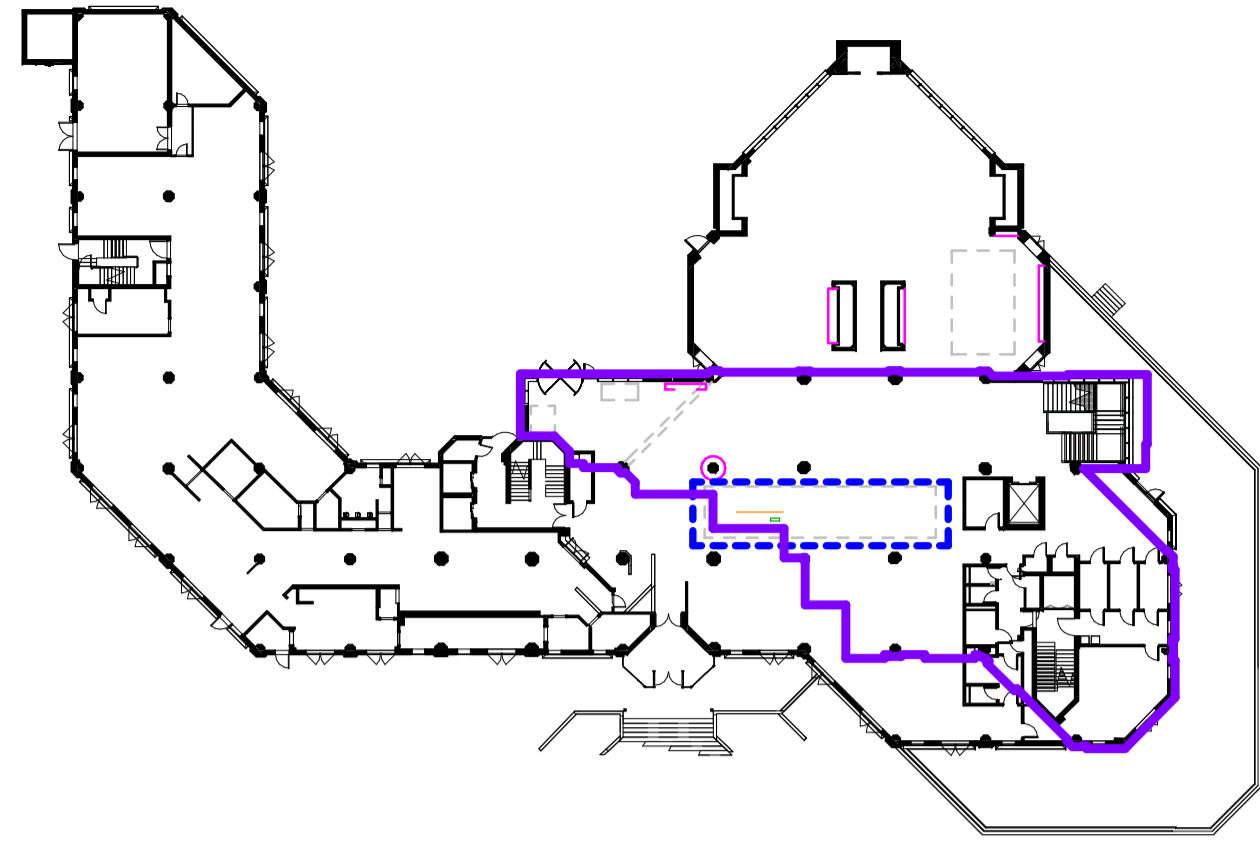
Rev	Date	Description	MH	LD
P02	15/06/23	Areas / layout updated following client meeting following WCC meetings 14/06/23		
P01	28/04/23	Initial Issue		

Status	Purpose of Issue	Drawn by	Checked by
S2	For Information		
drawing stage	Stage 3		
client	Redditch & Bromsgrove Borough Council		
project	Redditch Town Hall		
drawing title	Proposed GA Ground Floor Plan (Stage 3)		
date	27/03/23	drawn	MH
scale @ A1	As indicated	checked	LD

00 - Proposed GA Ground Floor Plan (Stage 3)  
Scale @ 1 : 100

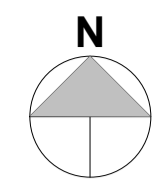


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Keyplan  
Scale @ 1 : 500

Note:  
All existing information shown is based upon a survey model provided by the client. In some instances existing information was not available and has been estimated.  
All proposed information shown is subject to review by the following consultants (list not exhaustive): Structural Engineer, M&E Engineer, Building Control, Fire Engineer, Acoustician, Planning Consultant, Local Authority, Statutory Consultees.



Scale Bars TO BE USED ONLY AS GUIDANCE

1:100	mm	0	1000	2000	3000	4000	5000
1:200	mm	0	1000	2000	3000	4000	5000
1:500	M	0	10	20	30	40	50
1:1250	M	0	10	20	30	40	50

- NOTES**
- All dimensions and levels are to be checked on site.
  - Any discrepancies are to be reported to the architect before any work commences.
  - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
  - This drawing shall not be reproduced without express written permission from AEW.
  - Title overlay drawings and ownership boundaries are produced using all reasonable endeavors. AEW cannot be responsible for the accuracy or scale discrepancy of base plans supplied to them.
  - All works are to be undertaken in accordance with Building Regulations and the latest British Standards.
  - All proprietary materials and products are to be used strictly in accordance with the manufacturers recommendations.
- This drawing contains the following model files: -  
12905-AEW-XX-XX-M3-A-0001

**CDM 2015**

Client notified of duties: 11/04/22  
Principal Designer: TBC

Unless noted below, all known hazards have been highlighted on the drawing.

**Key**

- Current Project Boundary
- Existing Structure
- Existing Structure (assumed - subject to further survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

**Proposed Uses**

- Circulation
- Hub / Library Area
- Storage
- Support Areas
- Staff Areas
- DWP / JCP FOH Area
- Council Chamber

**NOTE**

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P01	28/04/23	Initial Issue	MH	LD
Rev	Date	Description	Drawn by	Checked By
Status	Purpose of Issue			
S2	For Information			

drawing stage **Stage 3**

client

**Redditch & Bromsgrove Borough Council**

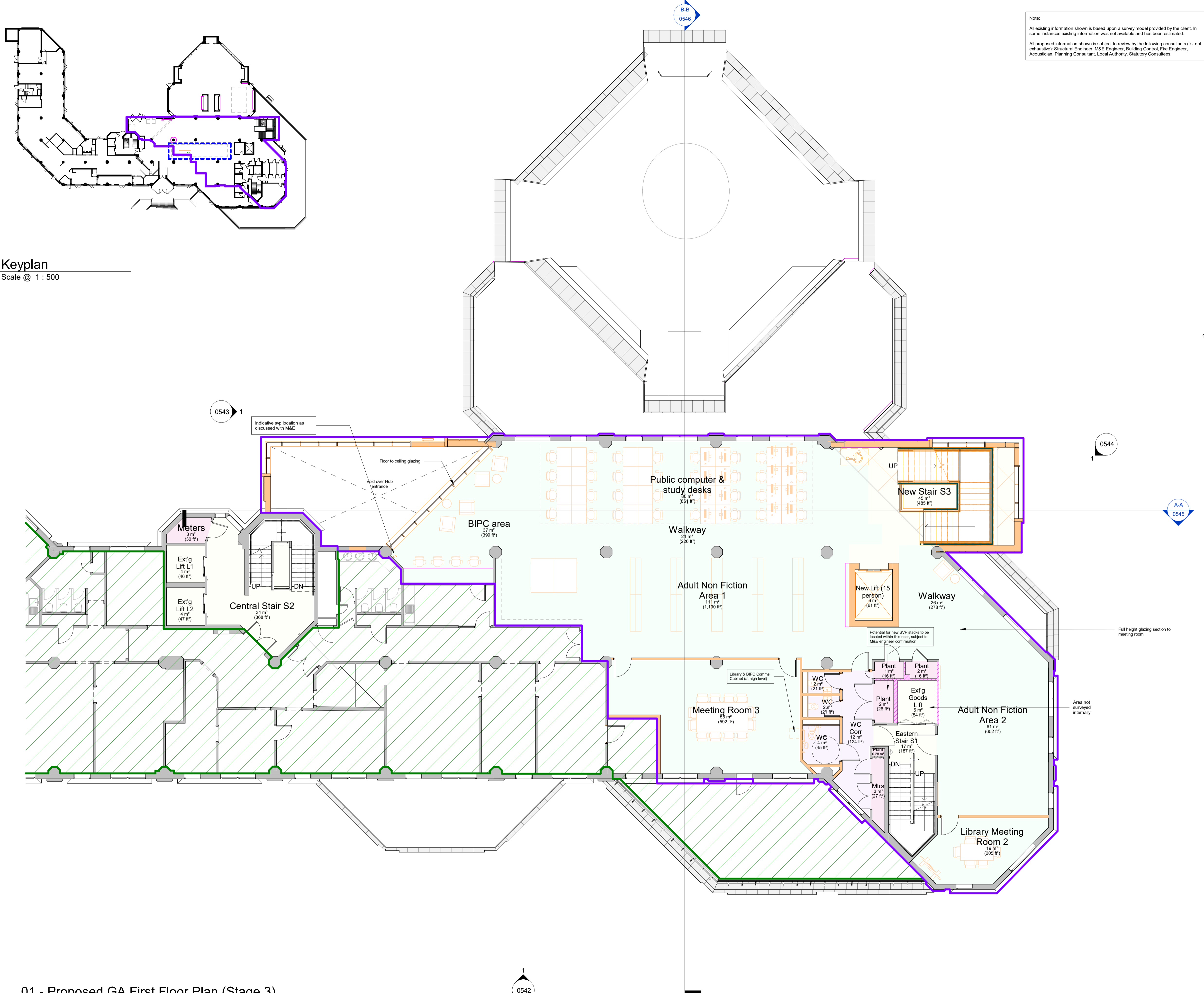
project

**Redditch Town Hall**

drawing title

**Proposed GA First Floor Plan (Stage 3)**

date 27/03/23 drawn MH  
scale @ A1 As indicated checked LD

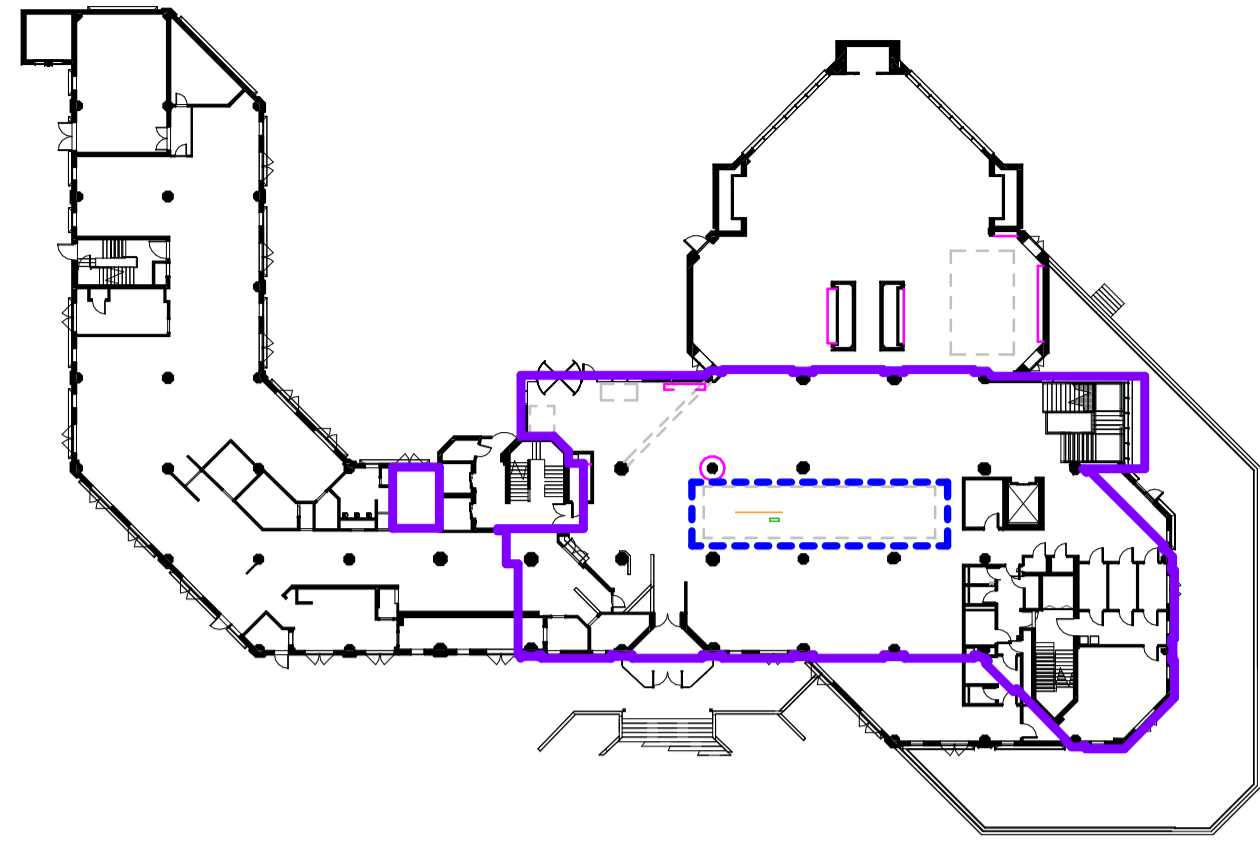


01 - Proposed GA First Floor Plan (Stage 3)  
Scale @ 1 : 100

Row P02  
 12905-AEW-XX-01-DR-A-0652  
 aew architects  
 0161 214 4370  
 www.aewarchitects.com

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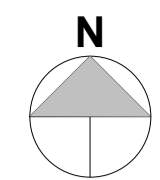




**Keyplan**

Scale @ 1 : 500

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1:200	mm	0	1000	2000	3000	4000	5000
1:500	M	0	10	20	30	40	50
1:1250	M	0	10	20	30	40	50

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 12905-AEW-XX-XX-M3-A-0001

**CDM 2015**

Client notified of duties: **11/04/22**  
 Principal Designer: **TBC**

Unless noted below, all known hazards have been highlighted on the drawing.

**Key**

- Current Project Boundary
- Existing Structure
- Existing Structure (assumed - subject to further survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

**Proposed Uses**

- Circulation
- Hub / Library Area
- Storage
- Support Areas
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**NOTE**

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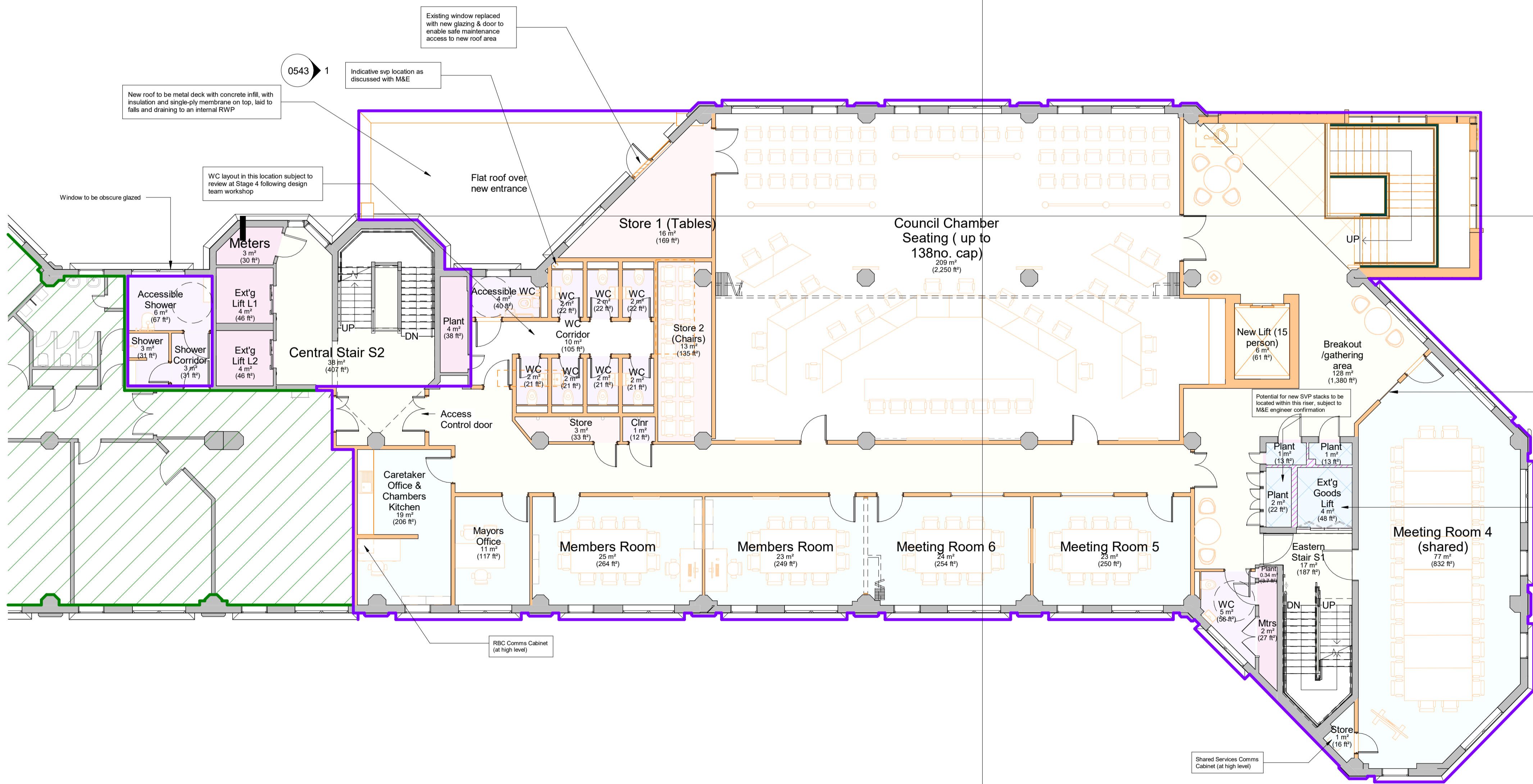
drawing stage **Stage 3**

client **Redditch & Bromsgrove Borough Council**

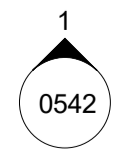
project **Redditch Town Hall**

drawing title **Proposed GA Second Floor Plan (Stage 3)**

date 27/03/23 drawn MH checked LD  
 scale @ A1 As indicated



**02 - Proposed GA Second Floor Plan (Stage 3)**  
 Scale @ 1 : 100



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# Equality and Public Health Full Impact Assessment

Impact Assessment Id: #480

Date printed: 10/05/2023

Date assessment submitted: 10/05/2023

Requester: Emily Morrall

## 1.0 Screening Information

### **Project Name**

Relocation of Redditch Library - Cabinet Decision on Move

### **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. In October 2022, WCC Cabinet approved the high level plans and set of requirements for the proposed newly located Library and authorised 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 100m from the current library building. A new JIA is now being completed post-Public Consultation to inform the Cabinet Decision on the move.

### **Data Protection screening result**

Will require a full impact assessment

### **Equality and Public Health screening result**

Will require 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. Redditch Borough Council have been successful in their bid for funding as part of the Towns Fund to redevelop Redditch Town Centre. One of the projects proposed to be funded by the Towns Fund is the redevelopment of Redditch Library, to create a new Town Plaza and commercial space. In order to progress this, Redditch have approached Worcestershire County Council with a proposal 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 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, though it is also important to consider the possible impact of the areas of the project which will be the responsibility of RBC, even though these impacts may be outside of WCC control, they should still be noted.

**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, along with further improvements to the Public Realm as a part of the Town Investment Plan.

**Project Outcomes**

Briefly summarise what the project will achieve.

The key outcomes of the wider Town Development are captured in the RBC Town Investment Plan. The core deliverable of the WCC output (move of library service) is to support this wider investment plan. There are no specific outcomes for WCC in this project, however, the Cabinet report supporting the decision will outline a set of core requirements that must be met in order for WCC to support the move, such as ensuring there is no impact on service delivery and that commercial and financial conditions are met.

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 \***

September 2024

## 1.4 Project Part of a Strategic Programme

Is this project part of a strategic programme?

No

## 2. Organisations Involved

Please identify the organisation(s) involved: Worcestershire County Council

Other: Redditch Borough Council

Details of contributors to this assessment:

Name	Natalie Ahmed
Job title	Senior Change Manager
Email address	<a href="mailto:NAhmed1@worcestershire.gov.uk">NAhmed1@worcestershire.gov.uk</a>

## 3. Who will be affected by the development and implementation

Please identify group(s) involved: Service User

Visitors Staff Communities

### 3.1 Information and evidence reviewed

**What information and evidence have you reviewed to help inform this assessment? \***

Age and ACORN definition of Library users (demographic information) have been reviewed alongside survey responses. Census data, school census data and National Insurance Number Registrations data was reviewed to assess the potential requirement for translation of the survey into other language

### 3.2 Summary of engagement or consultation undertaken

**Who and how have you engaged, or why do you believe engagement is not required? \***

\*

Worcestershire County Council carried out a public consultation to understand local residents' and library users' opinions, and the impact of a possible relocation of the library service in Redditch. The consultation was open from 7th November 2022 to 24th February 2023.

The consultation consisted of, provision of background information to the proposals, a survey (available online and on paper including Library Services at Home customers), and two public face-to-face meetings held at Redditch Library. Additional comments received via email and Library feedback cards were also included in the consultation analysis report.

The survey was available to complete in English, Polish and Urdu, large print and Braille. Census data, school census data and National Insurance Number Registrations data was reviewed to assess the potential requirement for translation of the survey into other languages. The data indicated the most commonly spoken languages, other than English, were Urdu and Polish. The survey was translated into those languages, and a process was established to ensure translation into other languages could be completed upon request.

### 3.3 Summary of relevant findings

**Please summarise your relevant findings. \***

The full analysis report of survey findings will be published with the Cabinet report, and all comments provided within the survey will be made publicly available subject to being redacted to remove information which could lead to the identity of individuals.

**Headline findings include:**

There were a total of 1467 responses to the survey. This represents 2.2% of the Redditch population aged over 19.

There was good engagement and response to the survey for people aged 30 or over. There were fewer responses received for younger people aged under 30.

Respondents are asked to what extent they agree or disagree with the new location for Redditch library being the Town Hall. 72.3% of respondents said that they disagree to some extent.

There is little difference by age group about whether a respondent agrees or disagrees with the proposal to move the library to the town hall for anyone aged 20 or over. (Note: There are much smaller numbers of responses in the Under 13 and 13-19 age groups than in other age groups.)

**The three most common themes given by respondents in relation to the proposed new location for the library were:**

1. The proposed location for the new library is not as good

This includes comments about how it is further from the town centre, further from the bus and railway station, further from car parks and involves walking down and up a hill to get to.

“The Town Hall is quite a bit further away from public transport than the library is now and crucially it is downhill meaning that people with restricted mobility have to climb a hill to get back to their bus.”

“It is too far away from the bus station and car parks and would invoke a lot of extra walking which is difficult for the elderly and disabled especially in winter as there is no covered walkway.”

2. Concern that there will be a reduction in the facilities offered by the new location

Respondents were concerned that the move to a new location might lead to the degradation of facilities and services offered by the library. Some comments state that the information provided at the consultation stage is not sufficient to reassure them that facilities will not be lost.

This theme included concerns about the relocation of some of the archives to Worcester so they will no longer be available in Redditch, but also about some other facilities in the new library such as the provision of meeting rooms.

“Have not yet seen any specific plans regarding the library. Concerned it may lead to a reduction in what is available in the library.”

“I believe the consolidation of three library meeting rooms and two council meetings rooms into three shared meeting rooms represents a degradation to the library service.”

3. Concern that the relocation will result in a reduction in the size of the new library  
This theme included a range of comments from respondents that the new library within the Town Hall would result in the reduction in the size of the library, having an impact on how they use the building to read, relax, work, or attend with children.

“The proposal move for the library is to move into the town hall is downsizing and downgrading the library. The proposal shows that the space is not anywhere near what we currently have as a library, especially for a town with a bustling college.”

“I'm not sure the Town Hall will have the right amount of space for books, desks, computers etc.”

**There were also several common themes as to why respondents agree that the Town Hall would be an appropriate location for the library, such as:**

- The new location is only a very short distance away
- It is a good use of buildings
- They are happy to have the library as part of a hub with services all in one place
- The idea that a move to a new location could include new, modern facilities
- The new location could be more accessible

“It's only few yards away from the current location, therefore I have got no objections.”

“It makes sense to co-locate and share services across public sector. A lot of the activity that people go to the Town Hall to undertake may increase library footfall, usage and raise awareness of what other services are on offer there.”

“I don't like that in the current library I have to use a lift to get the pushchair to the children's books. Moving the library gives the opportunity for this to change.”

#### **4. Protected characteristics – Equality**

Please consider the potential impact of this activity (during development & implementation) on each of the equality groups outlined below. Please select one or more impact box(es) below for each equality group and explain your rationale. Please note it is possible for the potential impact to be both positive and negative for the same equality group and this should be recorded. Remember to consider the impact on e.g. staff, public, patients, carers etc. who are part of these equality groups.

##### **Age**

Potential positive impact selected. Potential negative impact selected.

##### **Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. Feedback from survey indicates public concern regarding the possible move as the new location is further from transport hubs and some car parks, and down / up a slope compared to current location. The impact for older people and children of this additional distance has been noted in terms of ease of access to services. The proposed new location would offer services spread largely over a single floor (with some 1 floor above) which compared to the current building with 4 main floors plus smaller mezzanine floors, could have a positive impact from an accessibility perspective, making it easier for service users to move around the building and access services.

Additionally for younger age groups, there are currently several groups which run from the Redditch Library for younger children, such as "bounce and rhyme" sessions. Groups for parents and babies are popular within the library and therefore suitable space to hold groups attended by up to 30 parents with pushchairs is essential. The proposed new location would offer a Children's Library area in a large open space on the ground floor to ensure ease of evacuation if required - this is a positive impact as the current Children's area is accessed on the first mezzanine floor requiring use of a lift or going up 4 steps.

### **Disability**

Potential positive impact selected. Potential negative impact selected.

### **Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. Feedback from survey indicates public concern regarding the possible move as the new location is further from transport hubs and some car parks, and down / up a slope compared to current location. The impact for disabled people who are wheelchair or mobility aid users, or who cannot comfortably move this additional distance has been noted in terms of ease of access to services. The proposed new location would offer services spread largely over a single floor (with some 1 floor above) which compared to the current building with 4 main floors plus smaller mezzanine floors, could have a positive impact from an accessibility perspective, making it easier for service users to move around the building and access services.

### **Gender reassignment**

Potential neutral impact selected

### **Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. If there are any groups which use the current library meeting rooms with members who are going through or have completed gender reassignment, the impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead

### **Marriage and civil partnerships**

Potential neutral impact selected.

### **Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. If there are any specific groups with members who are married or in civil partnerships which use meeting rooms at the library, the impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead

### **Pregnancy and maternity**

Potential positive impact selected. Potential negative impact selected



**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. There are several groups which run from the Redditch Library at present which can be accessed by those on maternity, such as "bounce and rhyme" sessions. Groups for parents and babies are popular within the library and therefore suitable space to hold groups attended by up to 30 parents with pushchairs is essential. The location move could impact on these groups as the new location is further from transport hubs and some car parks, and down / up a slope compared to current location which could have a negative impact on accessibility for those with pushchairs. The proposed new location would offer a Children's Library area in a large open space, accessed on one level (no stairs) and on the ground floor to ensure ease of evacuation if required - this is a positive impact as the current Children's area is accessed on the first mezzanine floor requiring use of a lift or going up 4 steps.

**Race including travelling communities**

Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. The impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead. If there are additionally people in this group who have English as a second language, there may be additional neutral impact as the same facilities will be available

**Religion and belief**

Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. The impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead. For example, the library currently runs Easter and Christmas specific activities. There may also be further opportunity to engage more effectively across communities and invite other groups for events based on religious beliefs

**Sex**

Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. The impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead

**Sexual orientation**

Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. The impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead

**5. Characteristics - Public health**

Other vulnerable and disadvantaged groups

Potential positive impact selected. Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. If there are any groups which use the current library meeting rooms with members from vulnerable or disadvantaged groups, the impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead. There may also be a positive impact with an increase in services available in the Town Hall Community Hub which may benefit vulnerable groups by enabling them to access more services from one building.

**Health inequalities**

Potential positive impact selected. Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. If there are any groups which use the current library meeting rooms with members experiencing health inequalities, the impact will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead. There may also be a positive impact with an increase in services available in the Town Hall Community Hub, including NHS services, which may positively impact on health inequalities through enabling people to access more services from one building.

**Social and economic**

Potential neutral impact selected.

**Explanation of your reasoning:**

The library service already provides meeting space and facilities for social support groups and the Job Centre Plus is located within the library building. In the proposed new space, the same meeting room capacity and facilities will be available, and it is anticipated that the Job Centre Plus will continue to be co-located with the library service, therefore the impact for this group is anticipated to be neutral.

**Physical health**

Potential positive impact selected. Potential neutral impact selected.

**Explanation of your reasoning:**

Libraries are welcoming spaces, open to all, providing a safe and inclusive environment. This is a core part of library service delivery and would be an essential requirement in any new location. The current library space, for example, is used as a meeting place for health walks (open to all) and for developmental health checks. The impact for these groups, and any others which provide activities to improve physical health, will be neutral as the same meeting room capacity and facilities will be available in the new space should the move go ahead. There may also be a positive impact with an increase in services available in the Town Hall Community Hub, including NHS services, which may positively impact on physical health through enabling people to access more services from one building.

### **Mental health and wellbeing**

Potential positive impact selected. Potential neutral impact selected.

#### **Explanation of your reasoning:**

The library service already provides meeting space and facilities for many community groups including those promoting mental health and wellbeing, for example groups for people facing loneliness and isolation. In the proposed new space, the same meeting room capacity and facilities will be available, therefore the impact for this group is anticipated to be neutral. There may also be a positive impact with an increase in services available in the Town Hall Community Hub, including NHS services, which may positively impact on mental health and wellbeing through enabling people to access more services from one building.

### **Access to services**

Potential positive impact selected. Potential neutral impact selected.

#### **Explanation of your reasoning:**

The library service already provides meeting space and facilities for many community groups including those promoting health care and other services, for example Developmental Health Checks. In the proposed new space, the same meeting room capacity and facilities will be available, therefore the impact for this group is anticipated to be neutral. There may also be a positive impact with an increase in services available in the Town Hall Community Hub, including NHS services, which may positively impact on access to services through enabling people to access more services from one building.

## **6. Actions to mitigate potential negative impacts**

<b>Risk identified</b>	Risk of negative impact for those with reduced mobility from the move of service, accessibility at the new location included walking up / down a slope, further from transport hubs and some car parks
Actions required to reduce/eliminate negative impact	Proposed mitigations include: - promotion of available shop mobility equipment which can be accessed in the Kingfisher centre and used to support the journey from Kingfisher Centre car parks to the library - promotion of shorter walking routes from car parks such as the car park by the Palace Theatre and closer exits from

	Kingfisher centre which shortens the journey from the car park to the Town Hall. Work to ensure these routes are accessible and maintained - provision of blue badge parking capacity in the Town Hall car park, immediately adjacent to the proposed new location - working with RBC on their planned Public Realm improvements to enhance the route from the current library location down to the Town Hall, to provide a clear trail with access to seating along the route
Who will lead this action	Redditch Borough Council working in close partnership with Worcestershire County Council
Timeframe	By September 2024 (proposed move of service date)
<b>Risk identified</b>	There is a risk that, as a town centre location in a built up area, green space will not be available near to the new library location for use by those with assistance dogs. (note this risk would be similar for both the current and proposed new location)
Actions required to reduce/eliminate negative impact	WCC officers to work with RBC on the wider public realm improvements within Redditch Town Centre to identify opportunities to access green space for those with assistance dogs. Ensure there is provision within a reasonable distance. It is noted that there is a green space (grassed area) outside the back of the Town Hall, near to the underpass under the ring road which minimises this risk.
Who will lead this action	Rbc (working Closely With Wcc)
Timeframe	By September 2024

#### How will you monitor these actions?

Not recorded

### 7. When will you review this equality and public health estimate (EPHIA)?

The EPHIA will be reviewed at key milestone gateways in the wider implementation plan (led by RBC). Example milestones include sign off of detailed plans, signing of lease agreement, go / no go decision for final move of services (exact dates TBC).

### 8. Declaration

The following statement has been read and agreed:

All public bodies have a statutory duty under the Equality Act 2010 to set out arrangements to assess and consult on how their policies and functions impact on the 9 protected characteristics: Age; Disability; Gender Reassignment; Marriage & Civil Partnership; Pregnancy & Maternity; Race; Religion & Belief; Sex; Sexual Orientation

Our Organisation will challenge discrimination, promote equality, respect human rights, and aims to design and implement services, policies and measures that meet the diverse needs of our service, and population, ensuring that none are placed at a disadvantage over others

All staff are expected to deliver and provide services and care in a manner which respects the individuality of service users, patients, carers etc, and as such treat them and members of the workforce respectfully, paying due regard to the 9 protected characteristics

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

I confirm that I will make sure that Equality and Public Health have been and continue to be considered throughout the project life cycle and that, if circumstances change in the project, a further Equality and Public Health Impact Assessment Screening will be carried out.

## 9. Application Details

Last Updated Date Time  
10/05/2023 10:19:26

Screening Submitted Date Time  
14/03/2023 11:37:46

Last Reopened Date Time  
10/05/2023 09:28:37

Full Impact Submitted Date Time  
10/05/2023 10:19:26

Approved/Rejected Date Time  
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Submitted

## 10. People with access to the original screening

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## 11. People with access to this equality and public health assessment

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## **OVERVIEW AND SCRUTINY PERFORMANCE BOARD 26 JUNE 2023**

### **SCRUTINY CHAIRMEN (AND LEAD MEMBER) UPDATE, WORK PROGRAMME AND CABINET FORWARD PLAN**

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#### **Summary**

1. Members of the Overview and Scrutiny Performance Board (the Board) are asked to provide feedback on the work within their Scrutiny remit, Panels and Task Groups. This should include suggestions for Work Programmes and items to be considered from the latest Cabinet Forward Plan.

#### **Member Updates**

2. In order to ensure that Members of the Board are fully informed about issues relating to scrutiny in Worcestershire, communication between Members is essential.
3. Members of the Board are therefore invited to feedback on recent Scrutiny meetings (including performance and budget monitoring), Task Groups and emerging issues and developments within their remit. Regard for the Council's statutory requirements in relation to access to information will be critical.
4. Board Members' areas of responsibility are as follows:
  - Adult Care and Well Being Overview and Scrutiny Panel – Shirley Webb
  - Children and Families Overview and Scrutiny Panel – Steve Mackay
  - Corporate and Communities Overview and Scrutiny Panel – Emma Stokes
  - Economy Overview and Scrutiny Panel – Matt Dormer
  - Environment Overview and Scrutiny Panel – Alastair Adams
  - Health Overview and Scrutiny Committee (HOSC) – Brandon Clayton
  - Crime and Disorder – Richard Udall
5. To assist in their role, scrutiny lead members have the benefit of regular briefings from the Directorates they are shadowing, something which was put into place by the Strategic Leadership Team (SLT). These briefings, alongside the Forward Plan (see below), can be used to help identify any emerging issues that may be appropriate for future scrutiny. Recognising that work across the County Council is of interest and value to all Board members, the notes from these briefings (where produced) are available to all members electronically.

#### **Work Programme**

6. From time to time the Board will review its work programme and consider which issues should be investigated as a priority.

7. Worcestershire County Council has a rolling annual Work Programme for Overview and Scrutiny, which is agreed by Council on an annual basis. The last programme was agreed on 18 May 2023.
8. The Board is asked to consider its 2023 Work Programme (attached at Appendix 1) and agree whether any amendments are needed.
9. The main responsibilities of the Board are:
  - Commissioning work for Scrutiny Panels
  - Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)
  - Advising on Council's Policy Framework ie Sustainable Community Strategy (if any), Corporate Plan, Children and Young People's Plan, Local Transport Plan, Youth Justice Plan, 'Act Local in Worcestershire' framework, such other plans and strategies as required by law to form part of the Policy Framework or which may be and have been adopted to be part of that Framework eg Corporate Plan, Budget
  - Call-ins
  - Designated by the Council as its statutory Crime and Disorder Committee and must meet at least annually.
10. The Board agreed to use a set of criteria (listed below) to help determine its scrutiny programme. A topic does not need to meet all of these criteria to be scrutinised, but they are intended as a guide for prioritisation.
  - Is the issue a priority area for the Council?
  - Is it a key issue for local people?
  - Will it be practicable to implement the outcomes of the scrutiny?
  - Are improvements for local people likely?
  - Does it examine a poor performing service?
  - Will it result in improvements to the way the Council operates?
  - Is it related to new Government guidance or legislation?

### **Cabinet Forward Plan**

11. The Board will wish to consider any issues arising from the Council's Forward Plan. The latest version of the Plan available at the time of Agenda despatch is (attached at Appendix 2) for consideration.

### **Purpose of the Meeting**

12. Members of the Board are asked to feedback on:
  - the work within their Scrutiny remit, Panels and Task Groups;
  - key issues from the Directorate that may be appropriate for future scrutiny;
  - performance information they have queries or concerns about;
  - any issues to be added to the Work Programme;
  - items in the Forward Plan which they consider may be possible issues to scrutinise; and
  - any other issue which they feel is relevant/of interest to the OSPB.



## Supporting Information

- Appendix 1: OSPB 2023/24 Work Programme
- Appendix 2: Forward Plan [Forward Plan 2023](#)

## Contact Point for the Report

Samantha Morris, Interim Democratic Governance Scrutiny Manager - Tel: 01905 844963 Email: [sjmorris@worcestershire.gov.uk](mailto:sjmorris@worcestershire.gov.uk)

## Background Papers

In the opinion of the proper officer (in this case the Assistant Director for Legal and Governance (and Monitoring Officer) there are no background papers relating to the subject matter of this report:

[All agendas and minutes are available on the Council's website.](#)

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**Overview and Scrutiny Performance Board – 2023/24 Work Programme**

<b>Date of Meeting</b>	<b>Issue for Scrutiny</b>	<b>Date of Last Report</b>	<b>Notes/Follow-up Action</b>
26 June 2023	Update on the relocation of Redditch Library	25 October 2022	
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
26 July 2023	Budget Scrutiny 2024/25 Planning		Suggested at 28 April 2023 meeting
	Update on the 2022-27 Corporate Plan		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
6 September 2023	Update on the progress of the recommendations from the Child and Adolescent Mental Health Services Scrutiny	27 February 2020	Considered by Cabinet on 30 March 2023 and the Herefordshire and Worcestershire Integrated Care Board
	Annual Update from Worcestershire Local Enterprise Partnership (LEP)		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
19 October 2023	Annual Crime and Disorder Meeting	20 October 2022	
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		

19 December 2023	Update on the progress of the recommendations from Developer-Funded Highways Infrastructure and Section 278 Technical Approval Scrutiny	28 April 2023	Considered by Cabinet on 25 May 2023
	Budget Scrutiny 2024/25		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
January 2024	Budget Scrutiny 2023/24		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
February 2024	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
March 2024	Review of Overview and Scrutiny Performance Board Work Programme		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
April 2024	Refresh of the Overview and Scrutiny Work programme		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		

<b>Possible Future Items</b>			
TBC	Income Generation		Suggested at 17 March 2020 meeting
TBC	Crime and Disorder – Safety of Worcestershire parks and open spaces		Suggested at 30 September 2021 meeting
TBC	Update on the Drugs and Alcohol Strategy	30 January 2023	
TBC	Draft Scrutiny Report: Education, Health and Care Plans (EHCPs)		
<b>Standing Items</b>			
Each meeting	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan (including Quarterly Performance and In-Year Budget Monitoring – Feedback from Scrutiny Panels where appropriate)		
March	Review of Overview and Scrutiny Performance Board Work Programme	Annually	March
April	Refresh of the Overview and Scrutiny Work programme	Annually	April
September	Annual Update from Worcestershire Local Enterprise Partnership (LEP)		September
October	Annual Crime and Disorder Meeting	20 October 2022	October

November – January (as appropriate)	Budget Scrutiny	Annually	November – January (as appropriate)
As necessary	Call-ins		As necessary
As necessary	Commissioning work for Scrutiny Panels		As necessary
As necessary	Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)		As necessary
As necessary	Advising on Council’s Policy Framework i.e. Sustainable Community Strategy (if any), Corporate Plan, Children and Young People's Plan, Local Transport Plan, Youth Justice Plan, 'Act Local in Worcestershire' framework, such other plans and strategies as required by law to form part of the Policy Framework		As necessary

## FORWARD PLAN

### FORMAL NOTICE OF KEY DECISIONS TO BE TAKEN BY, AND PRIVATE MEETINGS OF, CABINET (OR OTHER EXECUTIVE DECISION-MAKING BODY OR PERSON)

Forward Plan	Decision Date	Page No.
<a href="#">Consultation Responses in Relation to Charging for Adult Social Care and Support</a> Key Decision	29 June 2023	4
<a href="#">Resources Report - Provisional Financial Outturn Results 2022/23</a>	29 June 2023	5
<a href="#">Transfer of Coroners Officers to Worcestershire County Council</a> Potential Key Decision	29 June 2023	6
<a href="#">Approval for Public Notice of the Proposal to Change the Number of Pupils (and age range) at Local Authority Special Schools and Commencement of the Representation Stage.</a> New Entry CMR Decision	30 June 2023	7
<a href="#">Final Decision on the Proposal to Close the Kidderminster Base of the Beacon Pupil Referral Unit</a> New Entry CMR Decision	20 July 2023	8
<a href="#">Adult Social Care – Local Account 2022-23</a>	20 July 2023	9
<a href="#">Relocation of Redditch Library – Public Consultation Results</a>	20 July 2023	10
<a href="#">Treasury Management Annual Report</a> New Entry	20 July 2023	11
<a href="#">Worcestershire Safeguarding Children Partnership Annual Report 2021/2022</a>	20 July 2023	12
<a href="#">Approval of Worcestershire Strategy for Children and Young People with SEND</a> Key Decision	28 September 2023	13
<a href="#">Minerals and Waste Local Development Scheme (2023)</a> Key Decision	28 September 2023	14
<a href="#">Shrub Hill Towns Fund Funding Agreement</a> Key Decision	28 September 2023	15
<a href="#">Worcestershire County Museum Review of Lease</a>	28 September 2023	16
<a href="#">Income and Debt Policy</a>	23 November 2023	17
<a href="#">'Called In' Decisions or Scrutiny Reports</a> Potentially Key Decision	Within the plan period	18
<a href="#">Notices of Motion</a> Potentially Key Decision	Within the plan period	19

All entries will be for decision by Cabinet unless otherwise indicated

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