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<b>Decision Maker:</b>	<b>PORTFOLIO HOLDER FOR RENEWAL, RECREATION AND HOUSING</b>
<b>Date:</b>	<b>For pre-decision scrutiny by the Renewal, Recreation and Housing Policy Development &amp; Scrutiny Committee on 15 June 2023</b>
<b>Decision Type:</b>	Non-Urgent                      Executive                      Key
<b>Title:</b>	<b>LIBRARIES WORKS PROGRAMME</b>
<b>Contact Officer:</b>	Lydia Lee, Assistant Director Culture and Regeneration Tel: 020 8313 4456    E-mail: lydia.lee@bromley.gov.uk
<b>Chief Officer:</b>	Director of Housing, Planning, Property and Regeneration
<b>Ward:</b>	All Wards

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1. Reason for decision/report and options

- 1.1 Following on from decisions taken by the Executive and agreed by Full Council on the Operational Property Review, this report sets out how the library building repair programme (indicative budget £10.77m - £11m including share of consultancy budget) will be taken forward and requests approval from the Portfolio Holder to go out to tender for consultants to scope the works programme and prepare the tender for the works contract.

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2. **RECOMMENDATION(S)**

- 2.1 **That Members of the Renewal, Recreation and Housing PDS note the contents of this report and make comments available to the Renewal, Recreation and Housing Portfolio Holder.**

2.1 **That the Renewal, Recreation and Housing Portfolio Holder:**

- 1) **Agrees to proceed to procurement for a consultancy team to scope the works programme and prepare the required documents for the subsequent works tender noting the estimated value of this contract is £860k; and,**
- 2) **Notes the recruitment of a temporary two-year Project Manager post to oversee the works programme at an estimated cost of £125k.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: There are 14 libraries in the borough which are free to access, support learning and training, and provide safe spaces for all.
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### Transformation Policy

1. Policy Status: Existing Policy
  2. Making Bromley Even Better Priority:
    - (1) For children and young people to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
    - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
    - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
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### Financial

1. Cost of proposal: £246k (share of OPR consultancy budget) and £10.77m
  2. Ongoing costs: Non-Recurring Cost
  3. Budget head/performance centre: To be set up
  4. Total current budget for this head: £11.016m
  5. Source of funding: Capital receipts (OPR budget)
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### Personnel

1. Number of staff (*current and additional*): 1
  2. If from existing staff resources, number of staff hours: N/A
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### Legal

1. Legal Requirement: Statutory Requirement
  2. Call-in: Applicable: Portfolio Holder decision
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### Procurement

1. Summary of Procurement Implications: This report seeks approval to proceed to procurement for a consultancy team to support the libraries condition works at an estimated value of £860k.
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### Property

1. Summary of Property Implications: This repair programme is in line with the agreed Operational Property Review
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### Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Wherever possible repair decisions will reduce building energy consumption.
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### Impact on the Local Economy

1. Summary of Local Economy Implications: Investment in the good repair of the libraries will have a positive economic impact.
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### Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: N/A
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### Customer Impact

1. Estimated number of users or customers (*current and projected*): 31,224 registered Bromley library members borrowed an item in 2022 representing 9.5% of the Borough's population. This is an increase on 2021 figures. Far more residents use the library for non-borrowing services including start up business space and general dwelling time/warm space.
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### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A
3. **COMMENTARY**

- 3.1 On 30<sup>th</sup> November 2022 the Executive agreed to fund the Operational Property Review (OPR) works programme, and on 12<sup>th</sup> December 2022 this decision was approved by Full Council.
- 3.2 On 29<sup>th</sup> March 2023 the Executive agreed that officers could progress the OPR workstreams and proceed to procurement via the NHS SBS framework. Whilst this is the approach for several workstreams within the OPR programme which is being led by Property, the Walnuts and West Wickham Leisure Centre redevelopments, and the Library works are being managed separately by the Culture and Regeneration division.
- 3.3 The Leisure Centre redevelopment feasibility work is already progressing with consultants appointed. This report therefore focusses on the Library work stream.
- 3.4 In the OPR there is an indicative budget of £10.77m (plus £246k share from the external consultancy costs budget) allocated to resolve the futures of the two resource centres at St Paul's Cray and Mottingham (there have been separate reports to the PDS and Exec on the resource centres), and to repair 11 of the 14 library buildings: Beckenham, Burnt Ash, Chislehurst, Hayes, Mottingham, Orpington, Penge, Petts Wood, Shortlands, Southborough, and St Paul's Cray. The three library sites not included are Biggin Hill as the building is on a full repairing and insuring lease with Mytime who operate the leisure centre; Bromley Central Library which is subject to separate consideration in relation to the future of the Churchill building; and West Wickham Library which is currently being extended and refurbished as part of a bigger regeneration project already underway on site.
- 3.5 The works required for the relocation of the St Paul's Cray located resource centre to the nearby library are already underway. These works deal with all of the repairs required to the library now. The remaining repair works are not needed at this time but are forecast as expected to be required within ten years. The works required to Mottingham Library for the relocation of the Mottingham located resource centre (learning shop) are on pause until the trial period is completed and a decision is taken whether to permanently move the resource centre to the library or not.
- 3.6 To progress the repair works required for the 11 library buildings, bearing in mind the resource centre implications at St Paul's Cray and Mottingham, as set out in para 3.5, officers need to now go out to tender for a consultancy team to undertake any further surveys and investigations required and prepare a works specification that will be used to tender for a works contractor to deliver the repair programme. The cost of the consultancy is expected to be in the region of £860k. Officers will undertake an open tender or framework (if a suitable framework is identified) process to procure the consultancy team. It is hoped that given the condition surveys have already been undertaken that the tender for the works programme can be taken forward quickly. The works programme will have to be staggered so that not all the libraries are closed at the same time and therefore it is expected to take two years to deliver.
- 3.7 The tender for the consultancy team will be published in July with the appointment made in September. The repair works to six of the libraries will take place across 2024, and four of the libraries in 2025. The works at St Paul's Cray library are already underway.
- 3.8 The total budget for the Library works programme is £10.77m plus a £246k allocation from the OPR's external consultancy cost budget. Therefore the total budget is £11.016m. Within this there is no specific budget for each of the 11 buildings – it is a total envelope within which officers will seek to get best value and the most visible impact possible given that this is a repair programme and that much of the works will be to servicing and structural needs.

- 3.9 The Regeneration team will strive to ensure that whilst the budget will prioritise and deal with all the necessary repairs to bring the buildings up to a good standard with no backlog maintenance requirements, that wherever possible at a minimum the sites are all internally redecorated so that users are able to feel the benefit of the works rather than the funding all going in to the repairs which are mainly to servicing and structural issues with no visible improvement for users. To manage the works programme a temporary two year Project Manager post will be recruited to, the cost of which is expected to be c£125k in total for the two years with on costs. The cost of this will come from the £11.016m budget.
- 3.10 In parallel with the works programme being undertaken, discussions will commence with GLL in relation to the future maintenance of the buildings.

#### Shortlands Library

- 3.11 Since the OPR condition surveys were undertaken, Shortlands Library has suffered subsidence. The Property team is currently investigating the extent of the subsidence and the likely costs. As the subsidence was not known about at the time of the condition surveys the cost of dealing with this has not been factored in and the outcome of Property's findings will be considered separately in due course and subject to a separate committee report depending on the scale of the problem. No works will be undertaken at Shortlands Library until the extent of the subsidence is known.

#### Orpington Library

- 3.12 Due to Floor 2 of Orpington Library being vacated as part of the Churchill Court Civic Centre move there is now an option to relocate the Children's Contact Centre from the Saxon centre to the Library which is a more suitable location for the service. This option is being reviewed and costings are being confirmed with the aim of facilitating this as part of the OPR repair works on the library building.

#### Digital infrastructure

- 3.13 Subject to a successful GLA grant application and approval from the Executive, up to £1M from GLA's Strategic Investment Fund may be made available to be spent in the borough by a digital infrastructure provider for activating dark fibre networks, anchoring in sites across the borough including the 14 libraries sites. If successful, the contractor appointed will be required to liaise with contractors for the library repair works programme.

### **4. IMPACT ON VULNERABLE ADULTS AND CHILDREN**

- 4.1 The Library works programme will have a positive impact on vulnerable adults and children. Libraries are a statutory service and are free to access. Libraries support learning, training, wellbeing and access to information on housing and other services.

### **5. FINANCIAL IMPLICATIONS**

- 5.1 The total cost of this contract is estimated at £0.860m. This will be funded from the capital programme – the addition of this project, as part of the broader Operational Property Review, was approved by the Executive as part of Q3 monitoring at its January 2023 meeting.
- 5.2 The total approved budget in the capital programme is £11.016m. There is therefore sufficient budget within the capital programme to meet the cost of this contract and any contingency required, and so there should be no impact to the revenue budget from this contract award.

## **6. PERSONNEL IMPLICATIONS**

6.1 A temporary two year Project Manager post will be recruited to at an estimated overall cost of £125k.

## **7. LEGAL IMPLICATIONS**

7.1 This report requests the Renewal, Recreation and Housing Portfolio Holder agree to proceed to procurement for a consultancy team to scope the libraries' works programme and prepare the required documents for the subsequent works tender at an estimated contract value of £860,000.

7.2 The Council is under a statutory duty, "to provide a comprehensive and efficient library service for all persons" under the Public Libraries and Museums Act 1964. It is incumbent upon the Council to ensure the buildings which provide these services are in a good state of repair and comply with all Health and Safety legislation.

7.3 Under the Public Contract Regulations 2015 (the "Regulations") the procurement of these services is a public contract within the meaning of these Regulations. As the value exceeds the relevant threshold under the Regulations, the Council is required to carry out a fully compliant procurement exercise under these Regulations. It is not yet clear whether officers will be following the Open Procedure (as regulated by Regulation 27) or will make use of a Framework Agreement (as regulated by Regulation 33).

7.4 In accordance with the Council's Contract Procedure Rules (CPR's) the Portfolio Holder can agree to proceed to procurement for these services.

7.5 The report author should instruct legal services once the form of procurement is decided so the terms and conditions of the framework agreement and the call-off contract can be considered, or appropriate terms and conditions can be added to the tender documentation.

## **8. PROCUREMENT IMPLICATIONS**

8.1 This report seeks approval to proceed to procurement for a consultancy team to support the libraries condition works at an estimated value of £860k, and then to prepare the required documents to proceed to procurement for the associated works.

8.2 Due to the estimated contract value and the classification of the contract as a services contract, the procurement process shall comply with the Public Contracts Regulations 2015 for an above threshold procurement process.

8.3 The Council's specific requirements for authorising proceeding to procurement are covered in 1.3 of the Contract Procedure Rules with the need to obtain the formal Approval of the Portfolio Holder following the Agreement of the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance for a procurement of this value. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.

8.4 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

## 9. PROPERTY IMPLICATIONS

- 9.1 This report sets out the agreed course of action as part of the wider Operational Property Review programme.
- 9.2 The works programme's purpose is to deal with required property repairs to ensure the effective functioning of the buildings as identified in the condition surveys and set out in previous reports.

## 10. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 10.1 Wherever possible repairs will be made that reduce energy consumption, for example through the replacement of boilers and related infrastructure.
- 10.2 The libraries are the borough's most important social infrastructure given their geographical spread and therefore this repair programme is important to meeting the needs of Bromley's communities.

## 11. IMPACT ON THE LOCAL ECONOMY

- 11.1 The repair of the libraries, given their geographical spread and number will have a positive impact on wider regeneration across the borough.

## 12. CUSTOMER IMPACT

- 12.1 The 2021 Census identified that 330,000 people live in London Borough of Bromley. There are currently 31,224 registered library members who used their library card to borrow an item in a Bromley library in 2022 representing 9.5% of the population of the Borough. This is an increase on 2021 figures. This does not include customers who used the library solely for purposes such as studying, activities or using public PC's.
- 12.2 Recently it was announced that Bromley is the highest book issuing authority in London beating Wandsworth, who have been number one for several years, to the top spot.

<b>Non-Applicable Headings:</b>	Transformation/Policy implications; impact on health and wellbeing; ward councillor views;
Background Documents: (Access via Contact Officer)	General Operation Property Review reports as set out above.