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## NOTICE OF MEETING

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## CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL

will meet on

**TUESDAY, 21ST MARCH, 2017**

**At 6.30 pm**

in the

**COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD**

TO: MEMBERS OF THE CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL

COUNCILLORS GERRY CLARK (CHAIRMAN), MARIUS GILMORE (VICE-CHAIRMAN), JUDITH DIMENT, JESSE GREY, ROSS MCWILLIAMS, SAMANTHA RAYNER, SHAMSUL SHELIM AND SIMON WERNER

SUBSTITUTE MEMBERS

COUNCILLORS HASHIM BHATTI, MOHAMMED ILYAS, JOHN LENTON, MARION MILLS, JULIAN SHARPE, CLAIRE STRETTON, LYNNE JONES AND MALCOLM BEER

Karen Shepherd - Democratic Services Manager - Issued: Monday, 13 March 2017

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at [www.rbwm.gov.uk](http://www.rbwm.gov.uk) or contact the Panel Administrator **Shilpa Manek** 01628 796310

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## **AGENDA**

### **PART I**

<b><u>ITEM</u></b>	<b><u>SUBJECT</u></b>	<b><u>PAGE NO</u></b>
1.	<b><u>WELCOME</u></b>  The Chairman to welcome all to the meeting.	
2.	<b><u>APOLOGIES FOR ABSENCE</u></b>  To receive any apologies for absence.	
3.	<b><u>DECLARATIONS OF INTEREST</u></b>  To receive any declarations of interest.	5 - 6
4.	<b><u>MINUTES</u></b>  To agree the minutes of the last meeting.	7 - 12
5.	<b><u>ADDITIONAL LIBRARY - REPORT OF CONSULTATION AND FEASIBILITY STUDIES</u></b>  To receive the Additional library report of consultation and feasibility studies from Mark Taylor, Deputy Head of Library and Resident Services.	13 - 18
6.	<b><u>UPDATE ON TASK AND FINISH GROUPS</u></b>  The Chairman to update the Panel on the task and finish groups.	
7.	<b><u>WORK PROGRAMME</u></b>  To consider the work programme and add any items.	19 - 20
8.	<b><u>DATES OF FUTURE MEETINGS</u></b>  The dates of the next meetings are:  Tuesday 16 May 2017 – Council Chamber, Maidenhead Monday 14 August 2017 – Guildhall, Windsor Wednesday 15 November 2017 – Council Chamber, Maidenhead	



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## MEMBERS' GUIDANCE NOTE

### DECLARING INTERESTS IN MEETINGS

#### **DISCLOSABLE PECUNIARY INTERESTS (DPIs)**

DPIs include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any license to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where
  - a) that body has a piece of business or land in the area of the relevant authority, and
  - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

#### **PREJUDICIAL INTERESTS**

This is an interest which a reasonable fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs your ability to judge the public interest. That is, your decision making is influenced by your interest that you are not able to impartially consider only relevant issues.

#### **DECLARING INTERESTS**

If you have not disclosed your interest in the register, you **must make** the declaration of interest at the beginning of the meeting, or as soon as you are aware that you have a DPI or Prejudicial Interest. If you have already disclosed the interest in your Register of Interests you are still required to disclose this in the meeting if it relates to the matter being discussed. A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' has been taken to mean a discussion by the members of the committee or other body determining the issue. You should notify Democratic Services before the meeting of your intention to speak. In order to avoid any accusations of taking part in the discussion or vote, you must move to the public area, having made your representations.

If you have any queries then you should obtain advice from the Legal or Democratic Services Officer before participating in the meeting.

If the interest declared has not been entered on to your Register of Interests, you must notify the Monitoring Officer in writing within the next 28 days following the meeting.

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# Agenda Item 4

## CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL

TUESDAY, 24 JANUARY 2017

PRESENT: Councillors Gerry Clark (Chairman), Marius Gilmore (Vice-Chairman), Jesse Grey, Ross McWilliams, Shamsul Shelim and Simon Werner

Officers: Margaret Kirby, Shilpa Manek, Kevin Mist, David Scott, Rob Stubbs and Mark Taylor

### WELCOME

The Chairman welcomed everyone to the meeting. Councillors Grey and Werner informed the Chairman that they would be leaving at 7pm to attend another meeting.

### APOLOGIES FOR ABSENCE

Apologies were received from Councillor Diment, Alison Alexander and Jane Corry.

### DECLARATIONS OF INTEREST

No declarations of interest received.

### MINUTES

The minutes of the last meeting were **Unanimously Agreed** after changing the following under Indoor sports strategy and the playing pitch strategy – Paragraph 6, “A coach for the under 9’s football at the Thames Valley Athletics Centre gave up his position and ended the football club” to “A coach for the under 9’s athletics at the Thames Valley Athletics Centre gave up their position and ended the athletics club”

### NORDEN FARM CENTRE FOR THE ARTS

Martin Kaye, Chairman, John Seymour, Trustee and Chair of Finance and Ray Bowyer, Committee Financial Controller, all attended the meeting as Jane Corry was unable to attend.

John Seymour went through an overview of the finances 2015/16. John Seymour explained that the plan was to cover the costs and achieve a small net operating surplus after receiving the core grant. The total net income had increased by 8.2%, mainly due to a substantial improvement in the catering contribution. The overhead costs were 6.2% higher, mainly due to the need to meet minimum pay requirements, marketing costs and replacement of the foyer carpet. The overall we achieved was £10.3K operating surplus after our core grant. This was ahead of budget and better than previous year.

For the budget of 2016/17, the income would increase by 4.5%, mainly due to room hires, donations and gift aid, and pricing. The overheads would increase by 5.3% due to work place pensions and the living wage. The small operating surplus after RBWM core grant would be maintained.

The highlights of the year included:

- The 15<sup>th</sup> anniversary was celebrated and record numbers of people came to see the shows and take part at the Farm!
- Another 3 years of core funding by RBWM was awarded.

- Norden Farms own show, Kipper's Snowy Day toured in London & Leicester for Christmas and played to over 7000 people, whilst another show was played to over 10,500!
- The Norden Farm Night School was launched, which was immediately popular.
- Norden Farm were voted number 1 attraction in Maidenhead by Trip Advisor and they received their second Certificate of Excellence.

Martin Kaye went through the 2015/16 actual numbers and highlighted that students from 23 RBWM primary and 5 secondary schools made sculptures, saw plays and live films, quizzed actors, wrote poetry, improvised on Shakespeare, made instruments, designed theatre lighting, wove willows and created animations.

Special projects at Norden Farm included:

- Jump In! Family Arts Festival
- Norden Farm Beach
  - 6 week project with 8 local primary schools.
  - Daily beach craft and story telling sessions.
  - Activity weeks in circus, theatre and art.
  - Family shows & Films.
- Young Leadership Scheme.
- Annual Lantern Parade: Carnival of the Animals.

Subsidised Hires for community groups included 38 days to members of the Maidenhead Arts Council. Performances included Tale of Two Cities, God of Carnage –Red Hot Theatre and Allo, Allo.

Norden Farm are looking at a corporate membership scheme, new seats for the farm, £250 each with a plaque for ten years and an education wing, for which, feasibility funding has now been secured from the Arts Council, RBWM and others.

The Chairman commented that there was a lot of physical management at Norden Farm, it was a very well run organisation. The £100k grant was an enabler for Norden Farm to take forward projects. Martin Kaye explained that the Norden Farm ethos was to do things for the community in Maidenhead. To do this, Norden Farm needs to be open and to be open, the books need to balance. The borough's grant keeps Norden Farm open in order for them to fulfil their ethos.

Councillor McWilliams clarified that Norden Farm had received the £100k grant for the last 15 years and asked if they would ever become less dependant. Martin Kaye explained that until four years ago, Norden Farm had received a £130K grant from the Arts Council, this had been lost. Norden Farm was 50% dependant on the RBWM grant before but were now only 15% dependant. If they ran Norden Farm as a business, which they didn't want to, it could become less dependant. The SLA expects an organisation receiving a grant to break even or make a surplus of 0.1%. Martin Kaye told the Panel that Norden Farm had hoped for a 0.95% increase in grant in the future.

The Chairman and the Lead Member thanked Norden Farm for broadening the arts for residents and for the exciting new programme for the elderly that was taking place.

## PRESENTATION ON THE SECOND YEARS CONTRACT FOR LEGACY LEISURE

Mark Camp-Overy, General Manager, Royal Borough of Windsor and Maidenhead contract, Legacy Leisure, reported on the operational performance of the leisure facilities with RBWM in 2016.

The following centres were included:

- Braywick Park
- Cox Green Leisure Centre



- Charters Leisure Centre
- Furze Platt Leisure Centre
- Magnet Leisure Centre
- Windsor Leisure Centre

Some of the facilities included:

- Station gym
- Tennis courts
- Netball courts
- Fitness studios
- Pools
- Children's parties

To list a few.

Other points highlighted included:

- Increase in overall attendance in 2016 which was a 14% growth in overall attendance.
- More than 724 gym memberships collections.
- 236 instructor led group exercise classes a week, 64 more classes than 2015.
- 7% increase of swimmers booked on to the Aquazone Swim School.
- 63 more front line staff employed in 2016.
- 4 more new partnerships.
- 9 apprentices currently employed in the leisure centres.
- 3 National Governing Body and Sport England funded projects.
- Sell out Christmas pantomime.
- 63 centre developments in 2016.

Feedback was now mainly received by online channels. These were monitored daily with a 24 hour response time limit. All feedback was reported monthly to the Client Officer. Customer comment cards were proactively advertised to gain feedback, which were located at the main reception areas within the centres.

Regular mystery shops were carried out. These reports covered the customer experience. These were used as ongoing training assessments for sites.

Health and safety remained the upper most priority. Audits were carried out every March and September and then reported to the Management teams.

The Chairman commented that it was an incredibly positive picture but was there an area where expectations had not been met. Mark Camp-Overy informed the Panel that gym membership was still down and many promotions were taking place to encourage people to join.

Councillor Gilmore raised that the changing rooms at Maidenhead Leisure Centre needed refurbishment and the cleanliness was also questionable by late afternoon. Mark Camp-Overy commented that the maintenance at Maidenhead leisure centre was ongoing and if the cleanliness was not great then they needed to know to continue to apply the resources to ensure it was better.

Councillor Grey asked where the increase in staff was, the fitness instructors and recreation assistants have been increased. Legacy leisure do a lot of work on succession planning, assisting staff to reach roles they want to work in. One of the apprentices at Windsor leisure centre was the one who saved the drowning man in Windsor.

Councillor McWilliams asked who was in charge of the pitch strategy and understood that it was Legacy Leisure. Mark Camp-Overy explained that it was the centre manager that dealt with all issues and regular discussions were taking place with the school. Any issues could be raised with him and he would look it. Councillor McWilliams would speak to Mark Camp-Overy outside of the meeting.

Councillor Werner had heard from many parents that complaints were not resolved. Councillor Werner asked how could the leisure centres reinvigorate the complaints procedure. Mark Camp-Overy explained that the complaints procedure was very easily accessible and they were using events to publicise.

Councillor Samantha Rayner reassured Members that ever since she was the Lead Member, all complaints had been easily resolved by Legacy Leisure. Councillor Samantha Rayner thanked Mark Camp-Overy and Legacy Leisure.

## **BUDGET 2017/18 REPORT**

Rob Stubbs, Head of Finance/Deputy Director Corporate & Community Services reported on the Budget Report 2017/18 as below:

### **Local Revenue Investments**

- Adults, Children's and Health Services:
  - Forecast cost increases to meet more resident needs: £1,000,000.
  - Meeting increased costs such as National Minimum Wage: £350,000.
  - Increasing costs in residential care homes: £200,000.
  - Covering costs of local residents outside of area Ordinary Residence: £250,000.
  - More children's social workers to reduce work loads: £180,000.
  - Rising home to school transport for special needs pupils: £330,000.
  - Increasing early years pupil premium spend: £120,000 over 3 yrs.
  - Expanding the practical support for homeless Residents: £400,000.
- Other services: priority needs; £1.6m, including:
  - Expanding the planning team's expertise and capacity: £196,000.
  - Increasing the care and maintenance of public trees: £100,000.
  - More grants for voluntary organisations: £160,000.
  - Funding the apprenticeship levy: £280,000

### **Revenue recommendations**

Total band D £961.46 :

- In 16/17 this was £373 less than the average unitary, £213 less than any other Berkshire unitary and £189 less than any other unitary.
- 3% adult social care precept at band D of £27.75, adding to the 2% in 16/17 of £18.14.
- 0.95% increase in council tax at band D, adding £8.62 to the £906.95 which did not increase from 15/16 to 16/17.
- 0.95% is half of the reference inflation of 2.0% in Sep16 and the 1.99% increase permitted without a local referendum.
- Fees and charges are either not increased, or are increased at or below 2.0%, or are aligned to other councils.
- Increases the real terms reduction in core council tax over eight years to 32.5% plus a priority adult social care levy of 5%.

### **2017/18 Capital Investment**

- Interest costs avoided in recent years by funding capital projects from available cash balances.
- Capital receipts from the Maidenhead regeneration from 2018 to 2025 justify £73m of medium term borrowing in 17/18 for:
  - Full capital programme including slippage: £10.0m.
  - Ongoing schools expansion: £12.1m.

- LED street lighting: £1.6m.
- Consolidating the St Clouds Way development site: £4.5m.
- Stage one expansion Broadway Car Park: £9.4m net: total £17.8m.
- Stage one new leisure centre: £14.5m: total £29.0m.
- Enhanced York House Windsor: £9.2m.
- Other property and parking improvements: £8.3m.
- Thames flood protection scheme contribution: £0.3m.

#### **Business Rates – for business**

- Small business rate relief doubling to 100% up to £15,000.
- Local newspaper business rate relief of £1,500 per title.
- All locally controlled rate reliefs maintained.
- Rural rate relief extended and redefined from large parishes to smaller voting wards.
- Relief for reinvigorating vacant retail units to be extended to all commercial and industrial premises.
- Ongoing deliberations and consultations on how local government will retain all business rates by the end of this Parliament.

#### **Context of Report**

- Increased demand in adult social care with a permitted precept of up to 3% in each of 17/18, 18/19 & 19/20 capped at 6% in total, plus a one-off 17/18 £0.5m grant.
- New Homes Bonus £3.7m in 17/18, although reduced from 6 years to 5 in 17/18 and then 5 to 4 in 18/19.
- Transition Grant £1.3m in 17/18.
- DSG increased by £4.8m in 17/18 to £109.8m largely due to rising pupil numbers, increases in SEN and Early Years.
- £280,000 0.5% apprenticeship levy on all payroll from 17/18.

#### **Points discussed by Panel included:**

- Huge piece of work, exciting but very complex.
- The park and open space budget was discussed.
- The loss of income as a result of the loss of Braywick driving range was discussed.
- Savings from the delivering differently schemes.
- Increase in grants to voluntary organisations. The process of selection of organisations was discussed. Attracting new organisations to apply for grants for offering services to residents was discussed. The process was being streamlined to make the process clearer for new organisations. This would include linking to which strategic priorities wanted to be supported. This was work in progress and would be further discussed at the Grants Panel in March 2017.

The Chairman expressed the Panels support for the regeneration projects in Maidenhead and noted the significant Capital programme, including the re-provision of the Magnet Leisure Centre. The Panel will review progress and expenditure as these plans move forward.

It was noted that the management of the Leisure Centres under contract by Legacy Leisure has resulted in significant increases in income and cost savings, and the Panel thanked Officers for this.

Also noted that the extension of Library Services steered by Mark Taylor was an example of efficiency and improving value to residents.

Cllr. S Rayner (Lead Member) and the Panel thanked the Head of Finance for his comprehensive Budget presentation and for steering RBWM's financial course.

#### **UPDATE ON TASK AND FINISH GROUP ITEMS**

### **The Brocket Task and Finish Group**

The Chairman informed the Panel that there had been a task and finish group to discuss the best way forward for The Brocket. The Chairman advised all that there would be an open day at The Brocket. The event would take place on **Saturday 11 February from 11am until 3pm** and would be an opportunity for residents to visit the Grade II listed building and put forward suggestions for its future use.

### **Playing Fields Task and Finish Group**

In response to a request from Cabinet, a Task & Finish Group is to be established to undertake a review of Joint Use Community Facilities agreements, the various joint use agreements and these would cover facilities as well as pitches.

### **Informal Maidenhead Riverside Task and Finish Group**

Looking at ways to promote, develop and present the Maidenhead Riverside.

## **WORK PROGRAMME**

The work programme was noted by Panel Members.

## **DATES OF FUTURE MEETINGS**

The date of the next meeting was noted by Panel Members.

The meeting, which began at 6.30 pm, finished at 8.00 pm

CHAIRMAN.....

DATE.....

Report Title:	Additional Library Options
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Mrs Rayner, Lead Member for Culture and Communities
Meeting and Date:	Cabinet – 23 March 2017
Responsible Officer(s):	Andy Jeffs, Interim Strategic Director of Operations and Customer Services
Wards affected:	Bray, Furze Platt and Sunningdale.

## REPORT SUMMARY

1. The report proposes the purchase and operation of an additional non static library to provide greater access to library services for residents. A new non static library provides greater value for money as the number of residents that can access the service is much higher.
2. To ensure that the new mobile facility meets resident's requirements a consultation will be undertaken to inform the locations, days and times for the new mobile service.

## 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet notes the report and:

- i) **Delegates authority to the Interim Strategic Director of Operations and Customer Services and the Lead Member for Culture and Communities to carry out a consultation with residents, in the areas which currently have limited access to services and to purchase an additional mobile or container library facility, within the envelope of the already agreed £200,000 capital budget, in response to the consultation.**

## 2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The council is committed to ensuring residents have access to comprehensive library facilities.
- 2.2 We have considered three different options for providing additional library facilities. Each option has capital and revenue cost. The three options are:
  - **Static library**, a permanent library building in one location.
  - **Container library**, a 40' long vehicle towed into place and left for one or more days which is able to be connected to power, voice and data at the site for the duration of the opening hours.
  - **Mobile library**, a 30' long vehicle which is driven from stop to stop throughout the day spending at least 15 minutes at each stop, it is independent of the stop and relies on mobile telephony for its connectivity for voice and data and re-chargeable batteries for its power supply).

- 2.3 The opportunity for a range of agencies to consider activity for residents through a new library will be built into the design of the new library vehicle.
- 2.4 The affected Wards cited in the report reflect the currently most heavily used sites for the existing container library.
- 2.5 To achieve maximum flexibility of service delivery the purchase of a new mobile library facility is assessed as the most efficient use of resource, see table1.

**Table 1: Options**

<b>Option</b>	<b>Comments</b>
Not to provide additional library facilities.  <b>Not recommended</b>	Library services would continue at the current level.
To provide an additional static library. <b>Not recommended</b>	The estimated cost of a new static library is £700,000. This option is the most expensive and would only serve one location.
To provide a new mobile library facility.  <b>The recommended option</b>	This option would allow residents to have access to library services at more locations across the areas of the borough which currently have limited access to services for more days than currently. The cost of a new mobile facility costs between £95,000 for a mobile library to £195,000 for a container library.

### 3. KEY IMPLICATIONS

**Table 2: Key outcomes**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
Delivery & stocking of new Mobile library facility	>01/01/18	31/12/17	15/12/17	<01/12/17	31/12/17
Agreement of new stops	>03/06/17	04/06/17	19/05/17	<19/05/17	04/06/17

### 4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The purchase of a new mobile library facility and suitable stock with appropriate base and overnight charging points is estimated to cost between £95,000 for a mobile library and £195,000 for a container library.
- 4.2 The 2017-18 capital budget already includes an amount of £200,000 to provide new library facilities.
- 4.3 The additional revenue cost, including staffing of 1.5 FTE, fuel, or towing, licencing, maintenance, overnight power and parking charges will be covered within current operational budgets.

### 5. LEGAL IMPLICATIONS

- 5.1 The council is a public library authority and has a statutory duty to provide a 'comprehensive and efficient' public library service for everyone who 'lives works or studies' in the Royal Borough and who 'desire to make use of the service' under the Public Libraries and Museums Act, 1964.
- 5.2 Under section 111 of the Local Government Act, 1972, the Council is enabled to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The Council, therefore, has a general power of competence that allows it to undertake development of its facilities such as those considered in this report.

## 6. RISK MANAGEMENT

**Table 3: Potential risks associated with the decision.**

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
Supplier unable to provide a new vehicle within the budget	High	Indicative quotes have been sought to inform the recommendation.	Low
Specialist supplier goes out of business before delivery	Medium	Staged payments to minimise risk of loss Regular communications throughout build period. Due diligence in advance of awarding contract.	Low
Existing & potential partners not willing to provide additional stopping locations	Medium	Appropriate negotiations backed with findings from public consultations and relevant licence fees agreed.	Low

## 7. POTENTIAL IMPACTS

- 7.1 Negotiations of new or additional periods of licences to occupy new and existing sites with relevant freeholders will be completed. There will be a requirement for additional overnight parking to be negotiated and paid for with the existing provider. Provision of any new sites for the container may require planning consent.
- 7.2 An Equality Impact Assessment was completed and did not indicate any negative impacts requiring an in depth review and action plan of mitigation. Provision of the additional hours of access is not expected to have a detrimental effect on any residents with the protected characteristics and could have some positive impacts on some residents.

## 8. CONSULTATION

- 8.1 A range of consultations have and will be undertaken.
- Culture and Community Services Overview and Scrutiny Panel on 21 March 2017, comments will be reported to Cabinet.
  - Consultation with residents, potential partners and freeholders for possible mobile library stops for both existing and new sites for the service will need to be undertaken before additional hours of Service are agreed. This would be via online and hard copy questionnaires through a range of suitable outlets for existing customers, residents and partners.

## 9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in 13 April 2017, see table 4 for timetable.

**Table 4: Implementation of the recommendations**

Date	Details
30/03/17	Approval by Cabinet
24/04/17	Launch consultation on additional hours and site(s) with residents & existing partners.
22/05/17	Conclude consultation & agree new stops/sites or extended coverage at existing sites.
29/05/17	Complete specification & issue to specialist providers.
09/06/17	Commence competitive dialogue with potential mobile library facility suppliers.
01/07/17	Place order for new mobile library facility.
03/07/17	Commence order of new library stock.
30/09/17	Recruit and train new staff and volunteers.
30/11/17	Take Delivery of new mobile library facility and new stock commence stocking and vehicle/site specific training.
31/12/17	Commence and promote new hours of access.

## 10. APPENDICES

- 10.1 None.

## 11. BACKGROUND DOCUMENTS

- 11.1 Report to Cabinet 25 February 2016 - Additional Library - Options Appraisal.

## 12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Mrs Rayner	Lead Member for Culture and Communities	23/02/17	24/02/17
Alison Alexander	Managing Director	21/02/17	23/02/17
Russell O'Keefe	Strategic Director	21/02/17	
Andy Jeffs	Interim Strategic Director	20/02/17	21/02/17
Rob Stubbs	Section 151 Officer	21/02/17	24/02/17
Terry Baldwin	Head of HR	21/02/17	23/02/17
Jacqui Hurd	Head of Libraries and Resident services	20/02/17	21/02/17
Mark Lampard	Finance Business Partner	20/02/17	21/02/17



## REPORT HISTORY

<b>Decision type:</b> Non-key decision	<b>Urgency item?</b> No
Report Author: Mark Taylor, Deputy Head of Customer Experience, 01628 796989	

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# Agenda Item 7

## WORK PROGRAMME FOR CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL

### 21 MARCH 2017

REPORT	AUTHOR
Additional Library – Report of Consultation & Feasibility Studies	Mark Taylor
Work Programme	Panel clerk
TASK AND FINISH	
The Brocket	
Sports Strategy	

### 16 MAY 2017

REPORT	AUTHOR
Work Programme	Panel clerk
TASK AND FINISH	
None	

### ITEMS ON THE CABINET FORWARD PLAN BUT NOT YET PROGRAMMED FOR A SPECIFIC SCRUTINY PANEL MEETING

REPORT	AUTHOR

### ITEMS SUGGESTED BUT NOT YET PROGRAMMED

REPORT	AUTHOR

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