

Design & Cost Report: Leeds Central Library Furniture Requirements

Date: 30 August 2023

Report of: Strategic Library Manager

Report to: Director of Communities, Housing & Environment

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief Summary

This report recommends that the Director of Communities, Housing and Environment authorises the transfer of funds between capital library schemes (Capital Scheme Number 33071 CRO to 32886 CEN to facilitate the immediate delivery of library shelving, furniture, and promotional displays as part of the refurbishment of Leeds Central Library.

Recommendations

The Director of Communities, Housing and Environment is recommended to:

- a) authorise the transfer of £420,000 from the Capital Scheme Number 33071 CRO to 32886 CEN to fund new library furniture and shelving for Leeds Central Library.
- b) Provide authority to spend £420,000 from capital scheme 32886 CEN in respect of the central library refurbishment.

What is this report about?

- 1 The Director of Communities, Housing and Environment is recommended to authorise the transfer of funds between capital library schemes (Capital Scheme Number 33071 CRO to 32886 CEN) to facilitate the delivery of library shelving, furniture, and promotional displays as part of the refurbishment of Leeds Central Library.
- 2 Expenditure is expected to be incurred between 01/09/2023 and 30/04/2024.
- 3 A separate decision has been made to authorise the award of a contract for the supply and installation of library furniture and shelving for this scheme under Regulation 32 (2) (b) (ii) - Negotiated Procedure without prior publication – of the Public Contracts Regulations 2015 to Opening the Book Limited ('Opening the Book').

What impact will this proposal have?

- 4 The funds currently allocated to Phase 3 of the Community Hub Programme (£1.989m) and held on Capital Scheme Number 33071 CRO are no longer required at this level for this scheme as an alternative Community Hub provision has been made within the Crossgates Shopping Centre.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 5 The library service provide access to books and information. Reading improves literacy with a positive impact on life choices and employability as well as contributing to improved mental health. In addition, the library supports business innovation and the work in Leeds Central Library will have a particular focus supporting creative industries. These proposals will enhance the library offer, making the library space more attractive, accessible, and engaging, supporting library users to use, interact and enjoy the libraries' space and services.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?

Yes

No

What are the resource implications?

- 6 There are no additional resource implications to the Council. This report is seeking approval to transfer existing capital funding from the Community Hub programme to the Central Library refurbishment. This report deals specifically with the acquisition of library equipment only
- 7 An additional report will be forthcoming regarding the use of the balance of funding available on the programme (33071 CRO) relating to the Central Library building refurbishment and to complete works at other hubs.
- 8 There are no additional revenue implications associated with this report.

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2023 £000's	FORECAST				
			2023/24	2024/25	2025/26	2026/27	2027 on
			£000's	£000's	£000's	£000's	£000's
LAND (1)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CONSTRUCTION (3)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FURN & EQPT (5)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
INTERNAL DESIGN FEES (6)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OTHER FEES / COSTS (7)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2023 £000's	FORECAST				
			2023/24	2024/25	2025/26	2026/27	2027 on
			£000's	£000's	£000's	£000's	£000's
LAND (1)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CONSTRUCTION (3)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FURN & EQPT (5)	420.0	0.0	420.0	0.0	0.0	0.0	0.0
INTERNAL DESIGN FEES (6)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OTHER FEES / COSTS (7)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
TOTALS	420.0	0.0	420.0	0.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2023 £000's	FORECAST				
			2023/24	2024/25	2025/26	2026/27	2027 on
			£000's	£000's	£000's	£000's	£000's
LCC Corporate Borrowing	420.0	0.0	420.0	0.0	0.0	0.0	0.0
Total Funding	420.0	0.0	420.0	0.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

What are the key risks and how are they being managed?

- 9 Risk regarding effective spend of public funds and value for money: A formal contract will be awarded to the supplier, which will be appropriately managed and monitored to ensure effective spend and implementation of works.

What are the legal implications?

- 10 The proposals contained in the report constitute a Significant Operational Decision which is not subject to Call In.
- 11 It should be noted that the decision to award the contract has been taken as a separate Significant Operational Decision.

Options, timescales and measuring success

What other options were considered?

- 12 An alternative option would be to delay these proposed immediate works and carry out a new a full competitive tendering procedure to consider a wider scheme of works, together with the associated increased time and cost implications. However, it is considered that this would lead to an unnecessary increase in time and costs (including duplication of works), which would not provide value for money and would delay the positive impacts to the communities.

How will success be measured?

- 13 Success of the scheme will be measured through the achievement of full installation of the library requirements on time and within budget.

What is the timetable and who will be responsible for implementation?

14 Immediate implementation to allow orders to be raised prior to price increases expected from 1st September 2023. The contract will be managed by the Strategic Library Manager (Support Services).

Appendices

- None

Background papers

- Link to Contract Award Report to Chief Officer Community Hubs, Welfare & Business Support: 'Central Library Furniture Requirements', [Council and democracy \(leeds.gov.uk\)](https://leeds.gov.uk/council-and-democracy)