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AGENDA

Committee	ECONOMY & CULTURE SCRUTINY COMMITTEE
Date and Time of Meeting	THURSDAY, 12 JANUARY 2017, 4.30 PM
Venue	COMMITTEE ROOM 4 - COUNTY HALL
Membership	Councillor McKerlich (Chair) Councillors Dilwar Ali, Howells, Hyde, Keith Jones, Simmons and Stubbs

Time approx.

1 **Apologies for Absence**

To receive apologies for absence.

2 **Declarations of Interest**

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

3 **Minutes (to follow)**

To approve the Minutes of the meetings of the Economy and Culture Scrutiny Committee held on 8 December 2016.

4 **Adult Community Learning Annual Performance (Pages 1 - 6)** 4.35 pm

- (a) Cllr Daniel De'Ath (Cabinet Member: Skills, Safety, Engagement & Democracy) will be invited to make a brief statement.
- (b) Isabelle Bignall (Head of Service - Customer Services) will be in attendance and will provide a presentation
- (c) Questions from Committee Members.

5 Provision of Library Services at Cardiff Royal Infirmary (Pages 7 - 42) 4.55 pm

- (a) Cllr Peter Bradbury (Cabinet Member - Community Development, Co-Operatives and Social Enterprise) will be invited to make a brief statement.
- (b) Sarah McGill (Director – Communities, Housing & Customer Services) will be in attendance to provide a presentation.
- (c) Questions from Committee Members.

6 Cardiff Capital Region City Deal (to follow) 5.30 pm

- (a) The Leader, Cllr Phil Bale, will be invited to make a brief statement.
- (b) Paul Orders (Chief Executive), and Jon Day (Economic Policy Manager) will be in attendance and will provide a presentation of the Cardiff Capital Region City Deal.
- (c) Questions from Committee Members.

7 Way Forward 6.30 pm

8 Date of next meeting

The next meeting of the Economy & Culture Scrutiny Committee is scheduled for Tuesday 14 February at 1.00 pm, Committee Room 4, County Hall.

Davina Fiore

Director Governance & Legal Services

Date: Friday, 6 January 2017

Contact: Andrea Redmond, 029 2087 2434, a.redmond@cardiff.gov.uk

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD

ECONOMY & CULTURE SCRUTINY COMMITTEE

12 JANUARY 2016

ADULT COMMUNITY LEARNING – 15/16 PERFORMANCE

Purpose of Report

1. This report prepares Members to assess and scrutinise the current performance and progress of the Council's Adult and Community Learning (ACL) Service within the Cardiff and Vale Community Learning Partnership.

Background

2. The Cardiff and Vale Community Learning Partnership (CVCLP) was established on 1 September 2013 as the successor body to the former Cardiff Community Learning Network (CCLN). This was in response to Estyn inspections of Adult Community Learning (ACL) in Cardiff (January 2013) and the Vale of Glamorgan (February 2013) which identified significant shortcomings in respect of learner outcomes, provision and leadership and management.
3. The Adult Community Learning providers within the partnership are Cardiff and Vale College, Vale of Glamorgan County Council, City of Cardiff Council, WEA Cymru and YMCA Wales Community College.
4. In January 2015, Estyn undertook a monitoring visit of the CVCLP to review progress in relation to the recommendations made in the 2013 inspection reports. The outcome of the monitoring visit was as follows:

'The Cardiff and Vale Adult Learning Partnership is judged to have made sufficient progress in relation to the recommendations from their separate core inspections. As a result, Her Majesty's Chief Inspector of Education and Training in Wales is removing the Cardiff and Vale Adult Community Learning Partnership from any

further follow-up activity. Estyn will monitor progress against the recommendations during link visits to the partnership.'

5. Adult Community Learning in Cardiff is delivered through three main strands:
 - **Learning for Work:** This focuses provision on priority learners as defined by the Welsh Government, and these learners include those currently not in Education, Training or Employment and those aged 50+ who are currently unemployed. Key learning categories include English for Speakers of Other Languages and Basic Skills, Digital Literacy and Welsh medium provision.
 - **Learning for Life:** This element provides opportunities for recreational lifelong learning courses on a cost recovery basis. These courses are available to all community members.
 - **Learning for Adults with Additional Needs** (Disability Inclusion in Community Education [DICE]) covering both courses for learners who wish to progress and achieve a work-related qualification and recreational courses for adults who wish to participate in an enjoyable activity to improve their health, well being and social skills.

The prospectus for each learning strand can be found via the following link:
<https://goo.gl/5DFXcy>

Performance Data 15/16

6. Success Rates for the Adult Community Learning Partnership are produced by the Welsh Government (Department for Education and Skills) once all ACL providers within the Partnership have submitted their data for each academic year. The most recent performance figures relate to the 2015-16 academic year.
7. Welsh Government performance data relates to courses funded by the ACL grant, providing learning opportunities for the following priority groups:

- anyone aged 16 and above accessing an ACL basic skills and/or ESOL programme, including contextualised basic skills and citizenship courses.
 - those who are not currently in education, training or employment and are in receipt of state benefits or support (excluding state retirement pension).
 - those aged 50 plus who are not in full-time employment (and who have not previously engaged in learning or who are at risk of not engaging in learning in the future).
8. Courses provided through Learning for Work, Learning for Adults with Additional Needs (Disability Inclusion in Community Education) and elements of Into Work Services contribute to the Welsh Government performance data. The results are calculated from the number of learners who have completed their course in full and attained the relevant accreditation from the course.

Previous Scrutiny

9. The Economy and Culture Scrutiny Committee considered 2014/15 Performance Data for Adult Community Learning at its meeting on 14 January 2016. Members were informed that Cardiff Council had achieved a success rate of 87% against a target of 80%, and that the partnership as a whole had achieved a 92% success rate against an 86% target. The Committee made the following points:

- Members were pleased to be informed of a 27% improvement in success rates from 2012/13 results.
- Members requested that in future, actual figures be presented alongside percentages, allowing members to make comparisons in real terms and gain understanding of the scale of the service.
- Members noted they wish to consider a future item on English for Speakers of Other Languages provision and the Life in the UK Test

Way Forward

10. Councillor Daniel De'Ath (Cabinet Member: Skills, Safety, Engagement & Democracy) has been invited and may wish to give a statement. Isabelle Bignall

(Assistant Director of Communities and Customer Service) and John Agnew (Corporate Customer Services Manager) will be in attendance and will provide an overview of Adult Community Learning 2015/16 performance.

Legal Implications

11. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/ Council will set out any financial implications arising from those recommendations.

Recommendations

13. The Committee is recommended to give consideration to the information attached to this report and received at this meeting, and to submit any recommendations, observations or comments to the Cabinet.

Davina Fiore

Director, Governance and Legal Services

6 January 2017

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CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD

ECONOMY & CULTURE SCRUTINY COMMITTEE

12 JANUARY 2017

PROVISION OF LIBRARY SERVICES AT CARDIFF ROYAL INFIRMARY

Purpose of report

1. This report assists Members in undertaking pre-decision scrutiny on proposals for the involvement of the Council in a partnership with the University Health Board at Cardiff Royal Infirmary, including the provision of library services.

Background

2. Roath Library has been closed to the public since November 2014 for health and safety reasons. A significant leak led to books and computers being removed from the building while the building was made water tight and a suspended roof removed. The boiler at the Library has also failed and in order to fix this, all associated pipework will need to be replaced.
3. Members of this Committee wrote to the Cabinet Member for Community Development, Co-operatives & Social Enterprise following the scrutiny of Quarter 3 performance in March 2015, requesting a briefing note on the current position of the Library. The following response was received:

“Unfortunately, Roath library does require substantial investment to bring it back into use [...] The immediate repair work has been carried out to ensure that the building is watertight and to reduce the chance of further damage.

“A temporary alternative location has been investigated in the area. However due to the costs to ensure the alternative building meets the building requirements, it has been ruled that capital investment is reserved for a permanent solution, whether this is to bring the current building back into use or an alternate delivery in the area. In the interim, extra computers have been located in Splott Library, the Story-Time class has also transferred to Splott Library and additional Into Work sessions have taken place.”

4. In July 2015, Cabinet considered a report ‘Library Provision in Roath/Adamsdown’. It was resolved that:

- i. The condition of the Roath Library building means that alternative temporary provision needs to be delivered in the area and that paragraphs 23 to 27 of the report are implemented.*
- ii. The existing building be advertised for Community Asset Transfer with the condition that a bid from an organisation will provide revised library services as per the Libraries Strategy. Acceptance of a preferred bid shall be undertaken by the Director of Economic Development in consultation with the Director of Communities, Housing & Customer Services*
- iii. Alternative permanent options should be explored to mitigate the risk that no Community Asset Transfer solution can be found.*
- iv. In the event that no Community Asset Transfer solution is found, a future Cabinet Report be required for the long term library provision in the area.*

Draft Cabinet Report

5. On Thursday 19 January, Cabinet is scheduled to consider an item ‘Provision of Library Services at Cardiff Royal Infirmary’. A draft Cabinet report for this item is attached at **Appendix A**. This report makes the following recommendations to Cabinet:

- i. Agree for a consultation to be undertaken on the re-provision of library services to be co-located within the Cardiff Royal Infirmary.*

- ii.* Delegate authority [...] to implement the proposals determined as a result of the consultation referred to in this report.
 - iii.* Delegate authority [...] to fully undertake the Community Asset Transfer process for Roath Library Building on new terms.
 - iv.* Note that a further cabinet report will be received if the Community Asset Transfer of Roath Library Building is unsuccessful.
 - v.* Note that further update reports will be received on other potential Council interest in service provision at the multi-agency Hub at Cardiff Royal Infirmary.
6. Paragraphs 7 – 15 of **Appendix A** provide an update on the Community Asset Transfer (CAT) for Roath Library. In summary, bids were received from five interested organisations, and following an evaluation process, two organisations were progressed to final bidder stage. One of these organisations then withdrew their interest in the building due to location and ability to recover investment. In light of the potential opportunity at Cardiff Royal Infirmary (detailed in paragraphs 9 – 14 and 16-21 of **Appendix A**) the CAT process has been halted and the remaining interested organisation is being kept informed of progress.
7. The Cabinet report identifies potential for library services to be co-located within the Cardiff Royal Infirmary café to create a ‘Reading Café’ environment with a range of services available. Proposed services include:
- Café – competitively priced drinks and light food.
 - library books and materials (commensurate with community requirements for a comprehensive library service)
 - PC’s – 12 (this is up from the 8 at the old Roath Library).
 - Self-serve kiosk.
 - meeting rooms / training spaces
 - Regular classes / reading groups – as per demand.
8. If this co-location is approved, the Cabinet Report identifies that the requirement to re-provision library services from Roath Library Building would be removed. Two options are presented for the building to be refurbished and brought back into use:

- Open Market Sale
- Community Asset Transfer (under new terms)

The preferred option identified in the Cabinet report is a Community Asset Transfer, re-advertised on different terms to seek a community or commercial interest with a definable community benefit. Bidders will be required to submit a sustainable business plan that includes the capital resources to bring the building back into use. It is anticipated that a full refurbishment of the building will be in excess of £700,000, dependant on the nature of the works.

9. It is noted in paragraph 25 of **Appendix A** that the remaining bidder in the current CAT process will be encouraged to resubmit their application on these new terms.

Previous Scrutiny

10. In July 2015 this Committee undertook pre-decision scrutiny of a Roath Library Cabinet report which sought to advertise the potential Community Asset Transfer of Roath Library with the condition that a bid from an organisation will provide revised library services as per the Libraries Strategy.
11. Following this meeting, Members wrote to the Cabinet Member for Community Development, Co-operatives & Social Enterprise to highlight a number of concerns including engagement with local interest groups, signage placed on the Library building and ruling out the use Section 106 contributions for this building.
12. Members also had reservations on whether interested organisations would come forward and made the following recommendation:

“the Council should also be testing the appetite within the business community to take over this building, and exploring if the continued provision of library services alongside an operational business is a realistic proposition.”

13. The Cabinet Member responded on 15 July 2015, addressing the concerns raised by the Committee and stating:

“I agree that it would be worthwhile considering that we look at potential commercial operators to take over the library. I will consider raising a Prior Information Notice (PIN) that will look for commercial interest in running a library from the building, whilst being able to utilise the asset to make money.”

[...] I would just like to reiterate that the aim is to re-establish services and for a sustainable library service solution to be found for the area. I hope to come back to this committee with a positive outcome for either the CAT or alternative library provision in a partner building in the area.”

Way Forward

14. Councillor Peter Bradbury (Cabinet Member for Community Development, Co-operatives and Social Enterprise) has been invited to attend the meeting, and may wish to give a statement. Sarah McGill (Director of Communities, Housing and Customer Services) will also be in attendance.

Legal Implications

15. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with

the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

16. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/ Council will set out any financial implications arising from those recommendations.

Recommendations

17. The Committee is recommended to give consideration to the information attached to this report and received at this meeting and to submit any recommendations, observations or comments to the Cabinet Member, prior to a final report being taken to Cabinet on 19 January 2017.

Davina Fiore
Director of Governance and Legal Services
6 January 2017

**CITY OF CARDIFF COUNCIL
CYNGOR DINAS CAERDYDD**

CABINET MEETING: 19 January 2017

Provision of Library Services at Cardiff Royal Infirmary

**REPORT OF DIRECTOR OF COMMUNITIES, HOUSING &
CUSTOMER SERVICES**

AGENDA ITEM: x

**PORTFOLIO: COMMUNITY DEVELOPMENT, CO-OPERATIVES & SOCIAL
ENTERPRISE (COUNCILLOR PETER BRADBURY)**

Reason for this Report

1. To recommend the involvement of the Council in a partnership development with the University Health Board to deliver a Health & Wellbeing Centre at the Cardiff Royal Infirmary in Adamsdown.
2. To recommend that an early phase of the project relocates library services to create a Café, Library and Information Centre, subject to consultation.
3. To recommend that the Roath Library building is re-advertised for Community Asset Transfer under a revised set of terms and conditions.

Background

4. On the 16th July 2015, the decision was made via a Cabinet Report to advertise the current Roath Library Building for Community Asset Transfer on the condition that the successful organisation would accommodate the Council's library service provision in the building. The building had closed in November 2014 due to historic and long standing repair and maintenance issues.
5. Due to the closure, a small alternative and temporary library provision was made available in the University Health Board owned Cardiff Royal Infirmary (CRI) Building, which is located in close proximity to the library.
6. Roath Library building is situated on Newport Road, Adamsdown and is located less than 1 mile east of Cardiff City Centre. It is on the Plasnewydd Ward boundary. The property is situated directly on the principal route connecting the city centre to the east of the city. Public transport is readily

available, serviced by Cardiff Bus. (Appendix 1 Roath Library Building and CRI).

7. Roath Library was advertised for expressions of interest in a Community Asset Transfer with a requirement for the re-provision of the Council's Library Service within the building. The Council received bids from five organisations by the closing date of 8th January 2016, and these were evaluated against a range of factors as per the Council's CAT process.
8. Based on this evaluation, two organisations were asked to progress to final bidder stage, which involves undertaking further due diligence on the building and providing a detailed business plan with a schedule of works. However, one organisation decided to cease their interest in the building due to the location of the building and the inability to recover the substantial investment in the future.
9. Concurrent to the CAT evaluation process, the Cardiff Partnership Asset Management Board were considering a number of partnership priorities across the city where there was an opportunity to align services and reduce operational costs.
10. The UHB Cardiff Royal Infirmary building was previously discounted by the Council as a potential opportunity for longer term library and hub services. This was due to uncertainty about the overall development timetable and the status of the CRI as a strategic site.
11. The UHB have recently confirmed that the CRI site will become one of three Health and Wellbeing Centres across Cardiff and the Vale of Glamorgan. The development has been identified as a priority project under Cardiff & Vale UHB's Shaping Our Future Well-Being Strategy.
12. As per the strategy the aim for these centres will be to *provide a range of facilities and technologies to enable services to be delivered close to home wherever possible. Alongside offering a community space, these centres will provide services in conjunction with key partners to deliver more integrated and co-ordinated services for our local population.*
13. The CRI is currently only 35% fully refurbished and in use, which presents an opportunity for complementary services to be co-located within the building.
14. Initial meetings have identified a number of Council and partner services that could be co-located at the CRI, and these are subject to ongoing investigations. Due to the scale and complexity of combining services into an integrated Hub, the scheme would need to be rolled out in a phased approach.
15. In view of this potential opportunity, the CAT process for Roath Library has been halted in order to allow this significant project to be fully considered.

The organisation that remains interested in progressing the CAT of Roath Library has been kept informed.

Café, Library and Information Centre

16. The available accommodation at the CRI is extensive, and a full project plan is currently being developed. The Chapel at the CRI forms part of the project scope and has been vacant for a number of years. The building is in a prominent location on the North West corner of the CRI site, on the corner of Newport Road and Glossop Road. Site plan attached in appendix 2.
17. UHB are currently rolling out their in-house Aroma branded coffee shops, and believe that this would be an ideal site to further develop their commercial offer. As more services are located within the CRI, there will be more demand for beverages and light snacks. In addition, the Chapel's prominent position on a main route into the city centre provides significant passing footfall.
18. There is potential for library services to be co-located within the Café to create a Reading Café environment, with inspiration sought from the successful Rowntree Park Reading Café. The aim would be to create an integrated one-space feel for the whole range of services on offer. Images are attached in appendix 3.
19. The list of services that are being proposed include
 - Café – Aroma branded, offering competitively priced drinks and light food.
 - A range of library books, and materials. (Commensurate with community requirements for a comprehensive library service).
 - PC's – 12 (this is up from the 8 at the old Roath Library).
 - Self-serve kiosk.
 - Meeting rooms / training spaces
 - Regular classes / reading groups – as per demand.
20. Initial feasibility work is taking place to assess the opportunities for sensitive refurbishment and alteration works, whilst remaining sympathetic to the listed status and former use of the building. In addition, the proposed change of use of the building would be subject to planning and listed building consent.
21. Further discussion will be required with UHB once the full costed project is designed. However, the agreement in principle is that the UHB will fund the basic upgrade and conversion works, with the Council required to contribute to the cost of the library fit-out. Based on fit out costs for similar projects this work is anticipated to be in the region of £150,000 and it is proposed that this full amount is met from section 106 money in the Adamsdown ward.

Roath Library Building

22. The above partnership proposal, if approved, would remove the existing requirement for the re-provision of library services in the Roath Library Building. Therefore, given limited Council resources, there are two options that could be considered for the building to refurbish and bring the property back into use.
- **Open market sale** – normal disposal of Council buildings that are deemed surplus to requirement.
 - Advantages – The council would receive a capital receipt. However a high price would not be anticipated due to the amount of work required to bring it back into use.
 - Disadvantages – There would be a risk that the new owner of the building does not bring it back into use in a timely manner. Loss of a well-loved community building in an area that has few other community facilities.
 - **Community Asset Transfer** – Due to the significant change in the terms being offered (as the space for a comprehensive library provision in the building is no longer required) the opportunity has to be re-advertised for a Community Asset Transfer / Leasehold Agreement. The requirement would be on a long-term, full repair and maintenance lease at a peppercorn rent that will provide definable community benefit.
 - Advantages – retention of a well-loved community building in an area of need. The Council would retain some control over the building to ensure the successful bid delivers benefits to the local community.
 - Disadvantages – this would not release a capital receipt to help fund the CRI project.
23. It is proposed that the CAT option is progressed and the building is re-advertised on these different terms to seek a community or commercial interest with a definable community benefit.
24. For any organisation to be successful, it would need to evidence during the CAT process that it has a sustainable business plan that includes the capital resources to bring the building back into use. It is anticipated that a full refurbishment of the building will be in excess of £700,000, dependant on the nature of the works.
25. The organisation which previously got through to the final bidder stage will be encouraged to resubmit an application on these new terms.
26. If the Community Asset Transfer is not successful then further options will be explored and this will be subject to a separate cabinet report.

Consultation

27. Full public consultation would need to take place on the re-provision of library services with the CRI. Proposed consultation documentation is attached in appendix 4.

Timeline

28. It is acknowledged that substantial time has passed since Roath Library closed and, even though alternative temporary provision has been provided, there is a pressing need to find a permanent solution for both the library service and the building. Therefore, the proposal would be to concurrently seek expressions of interest in the CAT of the Roath Library building on these new terms whilst public consultation is taking on the CRI proposal.

29. If the contents of this report are agreed, the following draft timeline is recommended.

CAT Roath Library	Café, Library and Information Centre	Dates
Advertisement of Roath Library for CAT – expressions of interest	Consultation on the proposed Café, Library and Information Centre	2 nd February 2017 (deadline 2 nd March 2017)
Informed by consultation, delegated decision report to progress		10 th March 2017
Request detailed business cases following		April 2017
Award CAT and conditions, including timeline to complete project.		Summer 2017
	Commence works on the Chapel	Autumn 2017
	Completion of Chapel Works	Autumn 2018

Trade Union Consultation

30. Trade Unions have been consulted on this cabinet report.

Local Member consultation

31. -----

Scrutiny

32. The report is subject to pre-decision on the 12th February 2017 and the views of the Economy and Culture scrutiny committee will be available to cabinet.

Reasons for Recommendations

33. To ensure the delivery of sustainable library services in Adamsdown as part of a multi-agency Health & Wellbeing Hub at Cardiff Royal Infirmary.

Financial Implications

34. Whilst subject to detailed discussion, the capital costs of the library fit out will not exceed the amount of section 106 available for community facilities in the Adamsdown area (which currently totals £204,000), with any refurbishment of the building to be undertaken by University Health Board.
35. There may be an ongoing contribution to the Health board required to meet the operating costs of any joint facility. The basis of these would need to be set out at the start of any agreement and any such costs are deemed to be manageable from existing revenue budgets of the Directorate.
36. The report proposes that alternative options to Open Market disposal of the old Roath Library building are considered, in the form of undertaking a further Community Asset Transfer (CAT) Process. It is essential to note that the cost of any refurbishment could be c£700k, subject to detailed surveys and tender. The Council already has a backlog of maintenance on buildings it needs to retain, so any such costs would be unaffordable for the Council.

Legal Implications

37. There are a number of options set out in this report. These legal implications only deal with the recommended option/proposals. The statutory provision in relation to provision of libraries is set out in the body of the report.
38. The report sets out that it is proposed to end the current community transfer asset process and delegate the recommencement to the Director in consultation. It is understood the report sets out the reasons for doing so. The decision maker should be satisfied that any decision is reasonable.
39. The report also sets out the consultation to be undertaken with the public. Any consultation must be adequate and fair. The carrying out of consultation gives rise to a legitimate expectation that the outcome of the consultation will be considered as part of the decision making process. The decision maker should also have regard to such consultation when making

its decision. It is understood the outcome of the consultation will be reported to the Director (in line with the delegation set out in this report).

40. With regards any proposed Community Asset transfer process and arrangements with Cardiff Royal Infirmary, the client department should seek advice from the Estates section and further legal advice should be sought on the specific arrangements prior to commencement of the process/implementation.
41. In respect of the sale of Roath Library the Council is under a duty to achieve 'best consideration' pursuant to s.123 of the Local Government Act 1972.
42. The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics.
43. Protected characteristics are:
 - Age
 - Gender reassignment
 - Sex
 - Race – including ethnic or national origin, colour or nationality
 - Disability
 - Pregnancy and maternity
 - Marriage and civil partnership
 - Sexual orientation
 - Religion or belief – including lack of belief
44. As such decisions have to be made in the context of the Council's equality act public sector duties.
45. The report identifies that an Equality Impact Assessment has been carried out and is appended at Appendix 5. The purpose of the Equality Impact Assessment is to ensure that the Council has understood the potential impacts of the proposal in terms of equality so that it can ensure that it is making proportionate and rational decisions having due regard to its public sector equality duty.
46. The decision maker must have due regard to the Equality Impact Assessment in making its decision.
47. The decision maker should also have regard when making its decision to the Council's wider obligations under the Social Services and Wellbeing (Wales) Act 2014 and The Wellbeing of Future Generations (Wales) Act 2015. In brief both acts make provision with regards promoting/improving wellbeing.

HR implications

48. Provision of the Library Service will be undertaken by current employees, mainly Neighbourhood Development Librarians, who already work in a variety of locations. Initial consultation has taken place with the Trade Unions, as well as affected employees, and this will continue during the development of the service.

Equality Implications

49. The equality implications have been considered and the Equality Impact Assessment on the proposals is attached in appendix 5.

RECOMMENDATIONS

Cabinet is recommended to

1. Agree for a consultation to be undertaken on the re-provision of library services to be co-located within the Cardiff Royal Infirmary.
2. Delegate authority to the Director for Communities, Housing & Customer Services in consultation with Cabinet Member for Community Development, Co-operatives and Social Enterprise to implement the proposals determined as a result of the consultation referred to in this report.
3. Delegate authority to the Director for Communities, Housing & Customer Services and Director for Economic Development in consultations with Cabinet Members for Community Development, Co-operatives & Social Enterprise and Corporate Services & Performance to fully undertake the Community Asset Transfer process for Roath Library Building on new terms.
4. Note that a further cabinet report will be received if the Community Asset Transfer of Roath Library Building is unsuccessful.
5. Note the Councils involvement in a partnership development at Cardiff Royal Infirmary and to receive future reports on other potential Council interest in service provision from the building.

SARAH MCGILL

Director for Communities, Housing and Customer Services

December 2016

The following Appendices are attached:

Appendix 1: Roath Library – Cardiff Royal Infirmary Map

Appendix 2: Cardiff Royal Infirmary Site Plan

Appendix 3: Rowntree Park Reading Café

Appendix 4: Draft Consultation Documents
Appendix 5: Equalities Impact Assessment

Background Papers

Cardiff and the Vale University Health Board – Shaping Our Future Wellbeing
Strategy 2015 – 2025

<http://www.cardiffandvaleuhb.wales.nhs.uk/sitesplus/documents/1143/10%20-%20UHB%20Shaping%20Our%20Future%20Wellbeing%20Strategy%20Final.pdf>

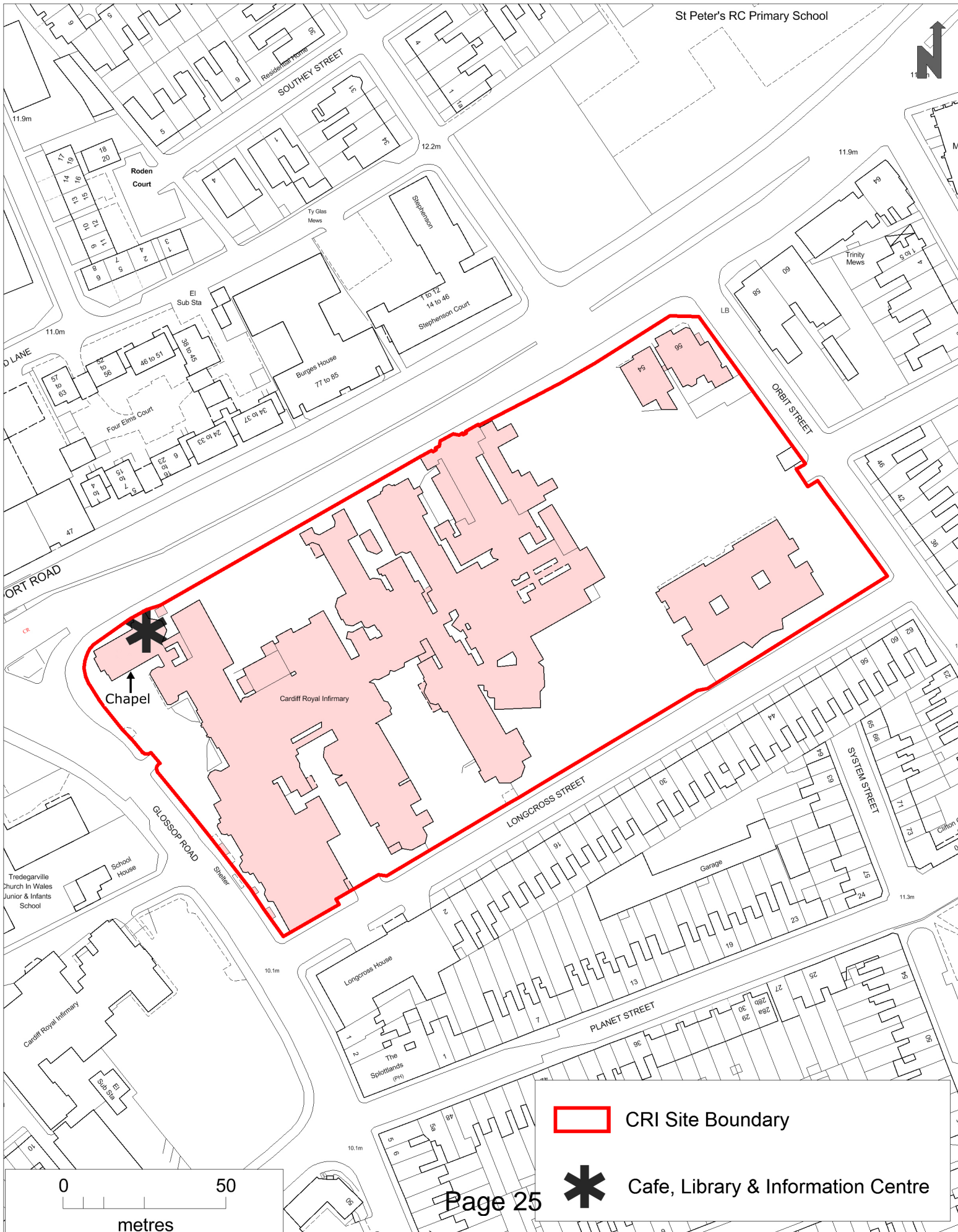
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Roath Library – Cardiff Royal Infirmary Map



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Rowntree Park Reading Café



Source of images:

<http://foodshorts.blogspot.co.uk/2015/02/rowntree-park-reading-cafe-york.html>

<http://www.castleslp.co.uk/york-rowntree-park-lodge/>

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The Chapel @ Cardiff Royal Infirmary

Proposed Library Service

Have Your Say!

An exciting opportunity has been identified to provide a permanent Council library service at Cardiff Royal Infirmary. As part of a phased programme of improvements, Cardiff & Vale University Health Board plan to convert the former Chapel at Cardiff Royal Infirmary into a Café and Information Centre. The Café and Information Centre could provide a new base for library services for Adamsdown/ Roath.

The provision of a library service at the Chapel has the potential to create ' Reading Café ' environment, a concept which has been successful with customers elsewhere . The service would be run on a self-service basis, supported by Neighbourhood librarians, and could include:

- A range of library books, and reading materials
- Children's area
- Free open access Wi-Fi
- Public access PC's
- Digital learning opportunities
- Reading & conversation groups



Please hand in your completed survey to staff at the consultation events, any library or hub, or complete the survey online at : www.surveys.cardiff.gov.uk/xxxxxxxxxxxxx

Please ensure we have your response by Monday 2nd March 2017.

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

1. Do you think that the inclusion of a Library Service in plans for the refurbishment of the Chapel at Cardiff Royal Infirmary is a good idea?

Yes

No

1a. If no, why not? _____

2. If library and related services were provided at the Chapel, how likely would it be that you would use this facility?

Definitely

Unlikely

Probably

Never

Possibly

2a. If likely to use the facility, which days would you prefer?

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning						
Afternoon						
Evening						

2b. If unlikely to use the facility, why not?

I use a library closer to home

I have no need to use the library

Other, please specify _____

3. It is proposed that could the following services & facilities could be provided. Please tick those which you feel are most important to you and your family.

Children's Books

Picture books

Story books

Non-fiction / learning

Adult Books

Fiction

Non Fiction

Large print

Newspapers and magazines

Additional Activities

Public access PCs

Digital Learning

Training Courses

Story- time and Rhyme-time

Refuse bags

Free Wi-Fi

Reading Groups and Events

Conversation Groups

Other, please Specify _____

4. Prior to its closure, did you use former Roath library?

Yes

No

If so, how often?

Weekly

Monthly

Less Frequently

What alternative library to you currently use? _____

5. Do you have a local connection with the area ?

I live here

My family live here

I work here

I shop here

I spend my leisure time here

My children go to school here

I study here

I own a business here

Other, please specify

6. Are there any other comments you would like to make? _____

About You

Gender

Male Female Transgender Prefer not to say

Age

Under 16 16-24 25-44 45-65 Over 65

Prefer not to say

What is your postcode? *This will be used for analysis purposes only* _____

Do you consider yourself to have a disability?

Yes No Prefer not to say

Please tick any of the following that apply to you:

- Deaf / Deafened / Hard of Hearing Visual impairment
 Long-standing illness or health condition (e.g. cancer, HIV, diabetes, asthma)
 Wheelchair user Mental health difficulties Mobility impairment
 Other - *Please specify* _____

What is your ethnic group? Please select one from the list:

- White – Welsh / English / Scottish / Northern Irish / British White - Irish
 White – Gypsy or Irish Traveller
 White – Any other white background (please specify): _____
 Asian / British Asian – Bangladeshi Asian / British Asian – Chinese
 Asian / British Asian – Indian Asian / British Asian – Pakistani
 Asian / British Asian – Any other (please specify): _____
 Black / African / Caribbean / Black British – African
 Black / African / Caribbean / Black British – Caribbean
 Black / African / Caribbean / Black British – Any other (please specify): _____
 Mixed / Multiple Ethnic Groups – White & Asian
 Mixed / Multiple Ethnic Groups – White & Black African
 Mixed / Multiple Ethnic Groups – White & Black Caribbean
 Mixed / Multiple Ethnic Groups – Any other (please specify): _____
 Other, please specify any other ethnic group: _____
 Prefer not to say

Thank you for your time

Any data supplied by you on this form will be processed in accordance with Data Protection Act requirements and in supplying it you consent to Cardiff Council processing the data for the purpose for which it is supplied. All personal information provided will be treated in the strictest confidence and will only be used by Cardiff Council or disclosed to others for a purpose permitted by law.

Equality Impact Assessment
Corporate Assessment Template



Decision/Project: Provision of Library Services at Cardiff Royal Infirmary

Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?	
Name: Nick Blake	Job Title: Business Support Manager
Service Team: Business Support Team	Service Area: Communities, Housing & Customer Services
Assessment Date: 15 th December 2016	

1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?

Provision of Library Services at Cardiff Royal Infirmary to ensure the delivery of sustainable library services in Adamsdown as part of a multi-agency Health & Wellbeing Hub at Cardiff Royal Infirmary.

2. Please provide background information on the project and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]

Equality Impact Assessment was carried out on the original proposal, and can be found on the [following link](#).

This Equality Impact Assessment is to update progress on the plans set out above. It is a live document that will be updated throughout the project.

3 Assess Impact on the Protected Characteristics

3.1 Age

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on younger/older people?

	Yes	No	N/A
Up to 18 years	X		
18 - 65 years	X		
Over 65 years	X		

Please give details/consequences of the differential impact, and provide supporting

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Corporate Assessment Template**

evidence, if any.
<p>Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown.</p> <p>This will ensure people of all ages have access to library services including IT.</p>
What action(s) can you take to address the differential impact?
<p>Following consultation the views will be taken into account to ensure that the venue attracts and then meets the needs of library users. This could include a children’s area.</p>

3.2 Disability

Will this Project **differential impact [positive]** on disabled people?

	Yes	No	N/A
Hearing Impairment	X		
Physical Impairment	X		
Visual Impairment	X		
Learning Disability	X		
Long-Standing Illness or Health Condition	X		
Mental Health	X		
Substance Misuse	X		
Other	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.
<p>Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown.</p> <p>This will have a positive impact for all, including disabled people, as the venue will be completely accessible.</p>
What action(s) can you take to address the differential impact?
<p>The needs of disabled customers will be taken into account when designing the new facility, informed by the results of the consultation.</p> <p>Hearing loops and other accessible aids will be included.</p>

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Corporate Assessment Template**

3.3 Gender Reassignment

Will this Project have a **differential impact [positive]** on transgender people?

	Yes	No	N/A
Transgender People (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown.

This provision will have a positive impact on all, including transgender people.

What action(s) can you take to address the differential impact?

3.4. Marriage and Civil Partnership

Will this Project have a **differential impact [positive]** on marriage and civil partnership?

	Yes	No	N/A
Marriage	X		
Civil Partnership	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown

There will be a positive impact regardless of marital status.

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What action(s) can you take to address the differential impact?

3.5 Pregnancy and Maternity

Will this Project have a **differential impact [positive]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy	X		
Maternity	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown.

This will have a positive impact for those in pregnant and in maternity period.

What action(s) can you take to address the differential impact?

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3.6 Race

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White	X		
Mixed / Multiple Ethnic Groups	X		
Asian / Asian British	X		
Black / African / Caribbean / Black British	X		
Other Ethnic Groups	X		

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Corporate Assessment Template**

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown.

There is a positive impact regardless of race, background or lifestyle. As a library it is anticipated that it will be used by people of different cultures.

What action(s) can you take to address the differential impact?

If through there consultation there are any additional specific services to be provide as part of the library this will accommodated where possible.

3.7 Religion, Belief or Non-Belief

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist	X		
Christian	X		
Hindu	X		
Humanist	X		
Jewish	X		
Muslim	X		
Sikh	X		
Other	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown

There will be a positive impact, the library will provide resources on numerous world religions and beliefs.

What action(s) can you take to address the differential impact?

If through there consultation there are any additional specific services to be provide as

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**Equality Impact Assessment
Corporate Assessment Template**

part of the library this will accommodated where possible.

3.8 Sex

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men	X		
Women	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown

Positive impact for both men and women to use the facility.

What action(s) can you take to address the differential impact?

3.9 Sexual Orientation

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual	X		
Gay Men	X		
Gay Women/Lesbians	X		
Heterosexual/Straight	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

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Equality Impact Assessment
Corporate Assessment Template

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown

There will be positive impact regardless of sexual orientation.

What action(s) can you take to address the differential impact?

Views will be sought via the consultation and taken into account where possible.

3.10 Welsh Language

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on Welsh Language?

	Yes	No	N/A
Welsh Language	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Currently there is limited temporary library services in the area as a result of Roath Library Closing. This project aims to delivery sustainable library services in Adamsdown

Positive impact, through the library providing a bilingual service.

What action(s) can you take to address the differential impact?

Compliance with the Welsh Language Act.

4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

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Full consultation will be undertaken as part of the project.

5. Summary of Actions [Listed in the Sections above]

Groups	Actions
Age	Additional specific actions following the results of the consultation.
Disability	
Gender Reassignment	
Marriage & Civil Partnership	
Pregnancy & Maternity	
Race	
Religion/Belief	
Sex	
Sexual Orientation	
Welsh Language	
Generic Over-Arching [applicable to all the above groups]	

6. Further Action

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

7. Authorisation

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By : Katie Pritchard	Date: 16/12/2016
Designation: Business Officer	
Approved By: Nick Blake	
Designation: Business Support Manager	
Service Area: Communities, Housing & Customer Services	

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**Equality Impact Assessment
Corporate Assessment Template**

- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council.

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email citizenfocus@cardiff.gov.uk

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