

**Open Report on behalf of Dr Tony Hill,
Executive Director Community Wellbeing and Public Health**

Report to:	Community and Public Safety Scrutiny Committee
Date:	09 March 2016
Subject:	Libraries Update

Summary:

Following the decision by the Council Executive on 3 February 2015 to adopt a new model of library provision for Lincolnshire and to secure that service by competitively tendering for a new library service, the Executive on 1 December 2015 approved the decision to award a contract for the delivery of the Library Services to Greenwich Leisure Limited (GLL).

Significant work towards implementing the Executive's decision has and continues to take place in order that the contract will be operational on 1 April 2016.

A number of work streams have been established for the transition of the Library Service to GLL and this paper summarises the progress on these activities including an update on the development of Community Hubs.

Actions Required:

To note the progress made since 1 December 2015 towards the delivery of the Library Service from 1 April 2016 by GLL.

The Community & Public Safety Scrutiny Committee is invited to consider and comment on the Libraries progress to date within the LCC Library transition to GLL.

1. Background

On 16 February 2016 the Library Service contract between the Council and GLL was signed. For the contract to be signed this included due diligence work by GLL and both parties acknowledging and being mindful of the outstanding complaint with the Department for Culture, Media and Sport.

In December 2015 a multi-disciplinary Transition Project Board was established which currently meets on a fortnightly basis. The Board includes representatives from Legal, Property, Commercial, HR, ICT, operations & strategic leads, with the

LCC Communities Commissioning lead chairing the meetings. Since the contract has been signed GLL also attend this Board.

A number of key work streams have been established with resources from both the Council and GLL deployed to deliver the transition and mobilisation plans. Work streams include:

- HR – TUPE (including Pensions)
- Property
- ICT
- Marketing & Commercial
- Contracts (including 3rd party suppliers)
- Communications and Engagement
- Transportation
- Performance

Key Work Stream

On 15 February 2016 the formal 30 day consultation exercise commenced for all staff transferring to GLL under the Transfer of Undertaking (Protection of Employment) Regulations (TUPE) 2006. Five staff briefings throughout the county were held to explain the consultation process and address any initial staff queries.

Presentations were given by the Library Service, HR support and GLL and in excess of 88% of the staffing workforce attended these sessions in Sleaford, Skegness and Lincoln. In addition, individual 1:1 sessions with GLL have been offered to staff.

Work progresses with the HR team to ensure all relevant HR and Payroll information is extracted from Agresso for GLL to upload to their financial systems. West Yorkshire Pension Fund has been provided with details of employees transferring together with the GLL application to be admitted to the local government pension scheme.

Within the Contract, Schedule 8 details all the properties that GLL will operate the library service from. The Council has yet to receive confirmation from the Landlords of Grantham library that they approve in granting a sublease to GLL to occupy the building. Contingency plans have been developed, agreed and catered for within the contract. In the event that the agreement to sub lease these premises is not secured by 31 March, the staff at Grantham will remain Council employees until they can transfer to GLL. Efforts continue to resolve this outstanding matter.

ICT remains a priority issue during the transition phase. Whilst GLL have offered an alternative proposal to the current LCC IT solution, there is a significant piece of work that will need to be undertaken by Serco to be better able to cost out the current model delivered against any savings that the external supplier can offer. Work is still being undertaken to scope out the timeframes and contingencies around this.

A successful meeting took place between LCC and GLL mid-January which resulted in GLL being onsite early February to view and assess all library properties in preparation for cabling, updating and other IT procedures.

Contracts (including 3rd party suppliers)

3rd party suppliers used by the Library Service, including any contracts in place have been identified with details passed over to GLL. This early identification of, and working with, these suppliers will ensure the continuity of supplies within the Libraries from 1 April 2016.

Communications and Engagement

In addition to staff engagement as described with the HR work stream, GLL will be engaging with the service's relief workers and volunteers. Engagement sessions are planned to take place before 31 March 2016.

Work continues on branding, developing the web and social media together with opportunities for the launch and promotion of the service and partnership working with GLL.

Community Hub Development

There are 29 Community Hubs open including the two 'pilots' at Waddington and Saxilby. There are five remaining to open – Welton, Donington and Wainfleet which are former Tier 3 libraries and Swineshead and Sutton Bridge which are new community hubs.

Ongoing support to all these community hubs will be provided by GLL from 1 April 2016.

2. Conclusion

The project to transfer libraries to GLL is progressing according to the timetable and parameters set by the Executive. Two of the impediments described to the Committee in the run up to the Executive decision to make a contract award are not entirely resolved. However, formal risk assessment has identified satisfactory mitigation of these risks.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Nicole Hilton, who can be contacted on 01522 553786 or nicole.hilton@lincolnshire.gov.uk