



COUNCIL EXECUTIVE

REDEVELOPMENT OF ABILITY CENTRE, CARMONDEAN AND RELOCATION OF CARMONDEAN CONNECTED – LIVINGSTON NORTH PARTNERSHIP CENTRE

JOINT REPORT BY HEAD OF SOCIAL POLICY AND HEAD OF HOUSING, CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

The purpose of the report is to update Council Executive on the outcome of the community and stakeholder engagement for the redevelopment of the Ability Centre, Carmondean, Livingston to create a Livingston North Partnership Centre.

B. RECOMMENDATION

It is recommended that Council Executive:

1. Notes the outcomes of the stakeholder and community engagement on the proposed layout design and service provision at new partnership centre facility;
2. Notes the progress to date and the proposed finalised project delivery timescales;
3. Agrees the existing Carmondean Connected will no longer be required for service delivery and upon completion of project and at that time will be subject to the councils surplus property procedures; and
4. Agrees that officers shall continue to engage with stakeholders on the delivery of the project and provide regular updates to Council Executive as part of the established monitoring and reporting of the General Services Capital Programme.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Making best use of our resources.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	The provision of satisfactory or better condition and suitable property assets performance measures will improve as a consequence of the proposed project.
V Relevance to Single Outcome Agreement	The significant investment in the partnership centre will support a number of services which

deliver against single outcome agreement performance measures including:

We make the most efficient and effective use of resources by minimising our impact on the built environment.

VI Resources - (Financial, Staffing and Property)

Within the General Services Capital Programme for 2019/20 and 2020/21 there is a total of £1m available for the delivery of the project.

Staff required for the management of the project will be provided from existing resources.

VII Consideration at PDSP

Social Policy PDSP 22 March 2019 considered the proposals. Livingston North Local Area Committee 15 March considered the proposal. Comments from both are included in Appendix 1 and noted in the report. In general both are supportive of the project with no significant concerns raised.

VIII Other consultations

The report outlines consultations with stakeholders.

The local elected members for the ward have been provided with a copy of this paper for their information.

D. TERMS OF REPORT

D1 Introduction

Council Executive on 26 March 2019 approved proposals for redevelopment of the Ability Centre, Carmondean, Livingston to create a new partnership facility. This would enable the co-location of services such as Library, Customer Information, Ability Centre Services and MacMillan Cancer Support within a single facility thereby creating a Livingston North Partnership Centre.

Supporting the delivery of modern accessible services within our communities is a priority for the council. To achieve this, a number of partnership centres with co-located services and involving partner organisations have been developed across the local authority area. The partnership centre model is widely recognised as being successful and has delivered a wide range of positive benefits for communities in West Lothian. The project seeks to continue this successful approach.

As with previous similar partnership centre developments, the council committed to engaging with communities and stakeholders to ensure that proposals were comprehensive. This report sets out the findings and outcomes of this process.

D2 Stakeholder Engagement

An extensive engagement exercise has been undertaken involving local community organisations, users and customers of both Carmondean Connected and the Ability Centre. Staff from both buildings, partner organisations, the Scottish Library Information Council (SLIC) and other stakeholders were also engaged.

A range of engagement methods were used and included the following:

- Design boards showing the initial layout design were erected at both the Ability Centre and Carmondean Connected and forms to provide feedback were made available;
- Direct engagement of both Ability Centre and Carmondean Connected users by staff as part of service delivery communications;
- The provision of a dedicated project e-mail address to submit questions or comments and receive responses;
- Inclusion of the proposal on the councils website with design and project information together with frequently asked questions and answers (<https://www.westlothian.gov.uk/livingstonnorthpartnershipcentre>); and
- Meetings with identified stakeholder groups and consultative bodies.

In summary, the proposals have been considered as positive by the majority of those engaged including SLIC with the co-location of Library, Customer Information Services and the Ability Centre being identified as positive.

The feedback provided from the engagement and the outcomes in terms of project response are outlined in Appendix 1. This includes the response from the SLIC who were provided with details of the project.

The purpose of the engagement was to identify any matters that in terms of design or service delivery required to be altered to ensure the proposals were as comprehensive as possible. The few matters that were raised are noted together with project development outcomes.

Both the Social Policy PDSP and Livingston North Local Area Committee were presented the proposal and the feedback was generally positive from both. Specific comments have where appropriate been noted within the relevant engagement sections.

Stakeholder engagement will continue as the project progresses with regular user meetings and information briefings. The project web-site and dedicated e-mail will continue to enable the conveying of project information and facilitate the submission of questions by stakeholders.

D3 Partnership Centre Proposals

The final outline design consists in summary of the following elements:

- Ability centre – Large and small therapy rooms, dedicated lounge area, staff office, training kitchen and quiet room;
- Library / CIS – Library shelving area (including dedicated childrens library area), public access PC's, staff and workroom and interview room;
- Communal – enlarged café area (with commercial kitchen), central reception and waiting area, central seating and reading area, workstations, shower and changing room, disabled toilets and baby change; and
- Partners – Dedicated MacMillan area and pod, worksmart area together with a general purpose room (available for group and community use).

Whilst the design process is now considered complete, as we are dealing with an existing building there may be matters that arise during the construction phase of the project that require alterations to be made. It is unlikely that these will be material however, in circumstances where they could significantly affect service delivery, costs or timescales, these will be reported upon. The proposed layout is provided in Appendix 2.

D4 Progress to Date and Project Timescales

During the engagement process officers have continued to progress the project and can advise the following by way of update:

Design Development – design has continued to be developed to finalised stage following engagement exercise.

Planned Improvements – Works associated with general planned improvements to roof, mechanical and electrical installations and external environment have been fully appraised to be included within tender documentation.

Tender Documentation – tender documentation is now in development and is being finalised and will be issued in accordance with the project timescales advised in the report.

Decant – Accommodation arrangements for temporary decant by Ability Centre to Deans Community High School have been finalised and engagement between respective management teams is occurring to ensure transition arrangements are as smooth as possible. Groups who use the existing Ability Centre are being engaged on alternative arrangements and if necessary facilities.

D5 Project Delivery and Monitoring

The key stages for the project and the timescales are as follows:

- Main Contract Tender pricing – July 2019
- Decant accommodation commissioning – July 2019
- Decant of Ability Centre to Deans Community High School – August 2019
- Tender Contract evaluation, award and appointment – August 2019
- Commencement of construction works – September 2019

- Completion of construction works – June 2020
- Carmondean Connected Relocation – July 2020
- Return of Ability Centre to redeveloped facility – July 2020
- Partner and third party moves – July 2020
- New partnership centre fully operational – August 2020

These are the finalised project timescales should there be any delays to the completion date or any of the service moves these will be reported upon. As with other capital projects regular updates on progress will be provided through the existing General Services Capital Programme monitoring arrangements.

D6 Integrated Impact Assessment

The project has been identified as delivering a number of benefits for all services and communities associated. An integrated relevance assessment has been undertaken to consider equality, human rights and socio-economic disadvantage (poverty) implications. This is included in Appendix 3.

In summary, the findings of the integrated relevance assessment are that the project provides a number of benefits to all user groups including greater integration and provision of services and improved accessibility.

D7 Carmondean Connected

Upon completion of the project the existing Carmondean Connected property will no longer be required for the delivery of services and therefore will be surplus to requirements. At that time the property will be subject to the approved surplus property procedures.

E. CONCLUSION

The general feedback from those engaged has highlighted the successful partnership centre approach to the delivery of services the council has adopted. The proposed delivery of a North Livingston Partnership Centre will continue to build upon this approach, secure the future and enable the modernisation of services involved.

F. BACKGROUND REFERENCES

Council Executive Report 26 March 2019 – Carmondean Ability Centre / Carmondean Connected Co-location – Report by Head of Housing Customer and Building Services and Head of Social Policy.

Appendices/Attachments:

Appendix 1 – Engagement Response

Appendix 2 – Finalised layout design

Appendix 3 – Integrated Impact Relevance Assessment

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