

Report of the Assistant Director of Customer and Communities

Future Libraries Investment Programme (FLIP)

ANNEX B – Haxby & Wigginton Library Detail

1. The old library in Haxby closed on 16th July 2016 on the grounds of public safety and that building has since been demolished and the site is vacant.
2. A new partnership between Haxby & Wigginton Youth & Community Association (HWYCA) (who have a long lease of the site from the Council until 31st December 2102), Explore and the Council have worked collaboratively on a feasibility to co-locate a library at Oaken Grove Community Centre which has resulted in this project.

Oaken Grove Community Centre

3. HWYCA is a well-established community organisation with charitable status, who provide a wide range of services and activities for the local community of Haxby and Wigginton from Oaken Grove Community Centre. The HWYCA have a 99 year lease of the Oaken Grove Community Centre site (“the New Site”) from the Council since 2004 until 31st December 2102 (under the Community Asset Transfer Policy agenda) and a board of trustees employ staff to manage the community building, facilitate room hire and direct delivery of essential youth and community activities. HWYCA are fully responsible for the upkeep and maintenance of the site and buildings under the lease granted to them.
4. The community centre is well established and has the support of both Haxby Town Council and Wigginton Parish Council in delivering youth and community activities for the local area.
5. The development proposal (See plans below) fits with the long-term vision for libraries to move from standalone facilities into community buildings co-located with other partners. By co-locating this brings benefits to both parties including; higher footfall potential, share operating costs and provide new income streams for our library operator Explore.

New Library for Haxby and Wigginton

We'd love to hear from you!

Have your say on our exciting plans to redevelop Oaken Grove Community Centre to co-locate the library to create a fabulous modern facility for all residents of the community.

1 Library areas

Shelved with a combination of adult and children's stock. Shelving will be on wheels to create flexible spaces that support the delivery of our events and activities programme eg. readers group.



2 Community meeting rooms

High quality meeting rooms at various sizes. These will be available to hire via Oaken Grove Community Centre at competitive rates.

3 Public toilets

Refurbished public toilets, including accessible toilet.

4 Outside play space

Secluded, safe, welcome playspace for your family – great for enjoying a cup of coffee while your children play on the equipment, or to sit and enjoy a storytime.

5 Reading café

A community space open to all to sit, relax, read a book or meet up with friends for a good catch up.



6 Kitchen

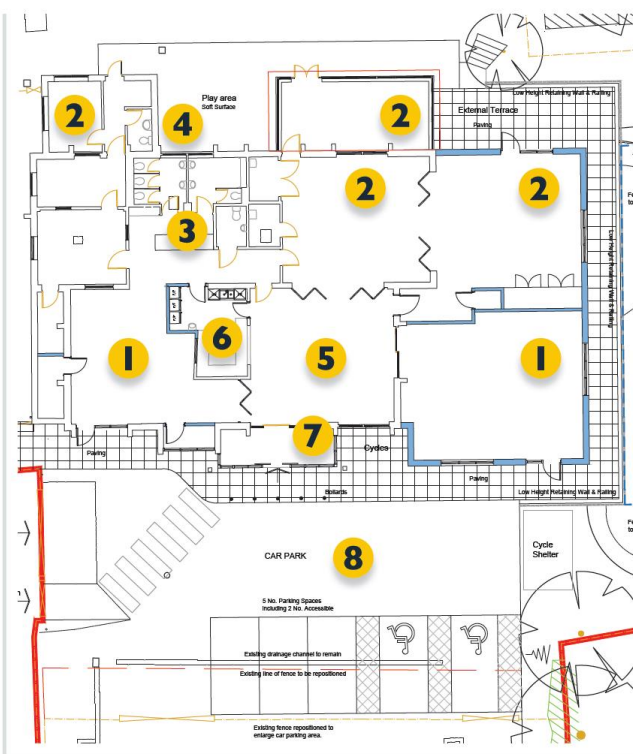
Staffed by Explore during the day, available for use by users of the community centre on evenings and weekends.

7 Lobby

A larger entrance giving you an even bigger welcome! Handy for storing pushchairs.

8 Improved disabled parking

Increased number of parking spaces available.



Front Elevation



explore
Knowledge and Ideas for Everyone



6. HWYCA already have a varied and busy programme of activity, across 7 days a week, daytime and evenings. An extension to the

existing community centre would provide space for a co-located library which would be accessible whenever the community centre was open, with self-service facilities. The proposal will ensure the library is staffed 6 days a week, supported by a small army of local volunteers welcoming users.

7. A new café run by Explore will also provide the community and library users with a place to relax and enjoy refreshments inside and outside.
8. The key features of the proposed design plan are:
 - To create a new extension to the side of the community centre which will allow the new library and cafe to be accommodated at the front of the building, with the community rooms for hire to the rear. This will give the library a fantastic prominence.
 - A new central entrance with improved storage space for pushchairs and buggies will lead into a central café and seating area for all to enjoy.
 - Two dedicated library areas will have book shelves on wheels that can be pushed to the sides to make the space usable for other activities.
 - A new kitchen will be installed to support the new reading café offering barista style coffee options, snacks and able to offer hot meals for specific events or if demand requires. An outdoor terrace area will provide a nice extension to the internal space to read a book or just enjoy the peaceful garden.
 - Free public Wi-Fi throughout the building will be extended.
 - The fabric and energy efficiency of the building will be improved with enhanced insulation, LED lighting throughout, new gutters and fascia, new aluminium double glazed windows to enhance the appearance and reduce future maintenance costs.
 - A refurbishment of the existing toilets to reflect the rest of the new build.
 - A new more efficient heating system for the building.
 - The existing community rooms will be reconfigured and refurbished with new acoustic dividing walls to improve the flexibility of use, new floor coverings and decoration.
 - Agreement to share back office and administration spaces.
 - Car park retained but with two newly marked disabled bays.
 - New covered cycle shelter.
9. The overall design has focussed on delivering a new style Gateway Library with access through the reading cafe to then explore the books, activities and information displayed in the library spaces.

Agreement for Surrender and Leases

10. Detailed discussions have taken place between the Council, HWYCA and Explore to ensure a true partnership approach to delivering a fantastic new community facility for the residents of Haxby and Wigginton.
11. These discussions have been formalised into terms for a proposed Agreement for Surrender and Leases. A high level summary is shown below:
 - Agreement for Surrender and Leases (“AFSL”) entered into between HWYCA, Explore and the Council
 - The Council to apply for planning permission, manage the detailed design, tender the construction project to an agreed specification of works and select the supplier in accordance with procurement regulations
 - If and when CYC are granted planning permission on satisfactory terms for the proposed redevelopment, then HWYCA will Surrender its existing lease of the site back to CYC.
 - The Council to appoint successful building contractor and manage the works programme to completion and pay for the capital works
 - HWYCA have agreed a term of 6 months to enable construction to deliver the agreed designed scheme. Officers have sought to negotiate with HWYCA that the term be longer than 6 months (to give the Council and our building contractor more headroom/leeway in case the construction works are delayed by adverse weather or supply chain issues etc.) but HWYCA are not agreeable to a longer term as they are anxious for the period of construction/temporary closure of the community centre to be as short as possible. The Council understands the HWYCA position as a longer closure period could jeopardise the financial sustainability of the organisation. This is particularly important at a time when charity organisations have suffered already due to long periods of closure due to covid. This potentially creates a risk for the Council as although officers currently believe that it should be possible for our contractor to complete the necessary construction works within 6 months if no significant delay events occur (estimated at 3-4 months construction period), if the Council fails to achieve this deadline then the Council will still be obliged to grant HWYCA a new replacement Head Lease of the

Oaken Grove site on similar terms to HWYCA's existing lease (at nil Premium and peppercorn rent for a Term expiring on 31st December 2102) but:

- (i) the Council may be in breach of its obligations (and therefore potentially liable to pay damages to HWYCA); and
 - (ii) HWYCA would not be obliged to grant the Council the proposed long term sublease of the library exclusive use areas (or any communal right to use the shared used areas)
- Provided that the Council has completed the new extension and fit out works by the agreed 6 months period or earlier,
 - HWYCA will then grant the Council a new Underlease of the parts of the building, comprising the parts of the building which are to be used exclusively by the Council ("the Library Exclusive Use Areas") until circa 28th December 2102 ("the Council Underlease"). The Underlease will also grant the Council /Explore a shared/communal right to use the parts of the building in common with HWYCA ("the Shared Use Areas"). HWYCA will have sole/exclusive use of the areas not required by the Council/Explore.
 - The Council Underlease will be for a peppercorn rent (i.e zero) for the first 34 years ("the Rent Free Period") in view of the fact that the Council will have made a significant investment in carrying out construction works and fees to extend and improve the building currently standing on the New Site.
 - After expiry of the Rent Free Period the Council will pay a market rent for the space which we/our subtenant occupy (subject to upwards only review every 5 years) but the Council will have a break option exercising at any time after the end of the Rent Free Period entitling us to terminate the Underlease (and thus any future obligations arising under it including to pay rent) by giving 6 months' written notice to HWYCA. HWYCA retain the maintenance and repair liability but a service charge payment between Explore as the end user and HWYCA will cover a fair contribution.
 - The Council will grant Explore a sublease of the Library Exclusive Use Areas (and a right for Explore to use the Shared Use Areas in common with HWYCA) until 31st March 2034 ("the Explore Sublease") in line with Explore's library services contract with the Council. Any liabilities will be passed through to Explore under

the Explore Sublease, leaving the Council without any ongoing liability whilst there is a subtenant under the Council.

- The operating costs for the building including but not limited to; planned maintenance, reactive repairs, lifecycle replacement, utilities, rates etc. will be split between the HWYCA and Explore on a fair and proportionate basis as a service charge.
- All parties to share a commitment to work collaboratively to drive joint outcomes for the benefit of local people, for example ensuring that the building use is maximised.
- The Surrender of HWYCA's current head lease and the granting of the proposed Underlease to the Council will also result in Stamp Duty Land Tax being payable by the Council to HM Revenue & Customs.

Public consultation results

12. During October and November 2021, the plans as shown in paragraph 5 above were shared with the public by Explore.
13. 233 responses were made to the questionnaire, with the headline being 90% of respondents supported the proposal. Other key findings from the consultation included:
 - a) Thoughts on opening hours with Monday to Saturday opening being popular, with preferences evenly split between mornings and afternoons. Least popular times were evenings (30%) and Sundays (25%).
 - b) The most popular suggestions for events, activities and services were access to free Wi-Fi, drop-in surgeries by other organisations, readers' groups and author talks, children's story time and activities, access to computers and a quiet space to read and reflect