

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:

4978

Author:

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Department:

Communities, Environment and Resident Services

Contact:

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Subject:

Approval to procure a contract through a framework to seek creative design work for libraries.

Total Value:

£505,628 (Type: Revenue)

Decision Being Taken:

- 1) To authorise going out to a procurement process to seek a creative design agency to provide inspiring library interiors.
- 2) To approve spend on a project by project basis subject to the appropriate approval being in place.
- 3) To approve a framework contract for 4 years
- 4) To delegate authority to the Head of Service for Libraries to award contracts for approved projects on behalf of Nottingham City Council under the framework contract during the term, to ensure best value for money.

**Reasons for the  
Decision(s)**

**Nottingham City Libraries, over the last 5 years have undergone several new joint service centre builds, including Strelley Road Library and The Dales Centre Library, as well as investing in improvements of our community libraries, including Bilborough Library.**

**For all of these improvements, libraries worked with specialist design agencies to create vibrant, inspirational spaces for the community to enjoy.**

**Libraries are committed to investing in our buildings and currently have successfully sought grant funding to improve some of our library spaces. Over the next 4 years, Libraries are looking to plan and implement a programme of investment, using a combination of grant funded income and internal library budgets. Work will only take place when resources have been secured, and following appropriate approval of the works.**

**Establishing this framework will permit the work to take place in a timely manner after the relevant approval, in particular where external grant funding could be awarded.**

**Projects currently underway include the development at Hyson Green Library; approved under delegated number 4608. The approved supplier will support the design work to ensure the Library is fit for purpose and meets customer needs. We are seeking to upgrade and improve our library spaces to further its contribution to the social value of public libraries, through its role in providing safe, welcoming and neutral spaces. The social value of libraries is an important element in our provision, providing opportunities of personal development, community cohesion, local identity, health and wellbeing, reading and literacy, imagination and creativity, helping to build confidence in both individuals and communities as well as offering an equity in service delivery.**

**Public libraries benefit local communities by providing safe and welcoming spaces for all to enjoy and relax and for them to be seen as a destination place in which individuals want to continue to visit.**

**Other Options Considered:**

**Do Nothing:** This option was rejected as there is a need to improve our community library spaces. Lack of investment in our libraries can lead to reputational damage and an inferior and inequitable offer to communities.

**To go out to open tender to procure a design consultant:** This option was rejected due to requiring specific public library design experience and the timescales associated with an open tender is not conducive to meeting the requirements of externally grant funding deadlines and the recommendations that have arisen from the Executive Board approved, Libraries Needs Assessment - The Next Chapter

**To enter into a contract with a design agency:** This option was rejected as we require library budgets to be flexible with no commitment to spend. The timescales to enter into a contract is also not conducive to meet deadlines and requirements of grant funding bodies.

**Background Papers:**

**DDM 4608 One Hyson Libraries**

**Published Works:**

**Affected Wards:**

**Citywide**

**Colleague / Councillor Interests:**

**None**

**Consultations:**

**Those not consulted are not directly affected by the decision.**

**Crime and Disorder Implications:**

**There are no crime and disorder implications.**

<b>Equality:</b>	<b>EIA not required. Reasons: All due equalities considerations will be given to individual projects and an EIA is not required for this overarching approval.</b>
<b>Social Value Considerations:</b>	<b>There are no social value considerations at this stage as the decision is to work within a procurement framework to proceed with design work.</b>
<b>Relates to Council Property Assets:</b>	<b>Yes</b>
<b>Decision Type:</b>	<b>Portfolio Holder</b>
<b>Subject to Call In:</b>	<b>Yes</b>
<b>Call In Expiry date:</b>	<b>10/07/2023</b>
<b>Advice Sought:</b>	<b>Legal, Finance, Procurement, Property</b>
<b>Legal Advice:</b>	<b>This ddm raises no significant legal issues. The procurement of interior design services by way of a call-off from a framework agreement is in compliance with public procurement rules and the Council's Contract Procedure Rules provided that the procedure for call-offs from the specific framework are fully adhered to and the maximum possible duration of the call off contract is not exceeded. Advice provided by Sarah O'Bradaigh (senior solicitor) on 23/03/2023.</b>
<b>Finance Advice:</b>	<b>This decision seeks approval for a procurement process to seek a creative design agency. This will allow the Council to commence approved projects in a timely manner, whilst ensuring value for money. Expenditure will only take place when it is affordable and resources identified. For example when projects are grant funded, these often have time limits on the completion of the projects as part of the grant conditions. Advice provided by Maria Balchin (Finance Analyst) on 23/06/2023.</b>
<b>Property Advice:</b>	<b>Property is supportive of this DDM. There are no material property issues arising. Investment in the library portfolio is supported. The proposal to establish a framework on the basis proposed also makes good sense. Advice provided by Simon Yates (Interim Strategic Asset Manager) on 23rd March 2023 Advice provided by Simon Yates (Interim Strategic Asset Manager) on 25/06/2023.</b>
<b>Procurement Advice:</b>	<b>There is no significant procurement issues. Procurement process to seek creative design work for libraries via a Dynamic Purchasing System framework. The work is guaranteed and the contract will be over 4 years. The contract value will be a mix of grant funding and internal annual budgets. Advice provided by Lorraine Hodgson (Procurement Officer) on 09/06/2023.</b>

**Signatures**

<b>Pavlos Kotsonis (Portfolio Holder for Leisure and Culture)</b>
<b>SIGNED and Dated: 30/06/2023</b>
<b>Dr Ita O'Donovan (Interim Corporate Director, CERS)</b>
<b>SIGNED and Dated: 30/06/2023</b>