

CHANGE REQUEST	Change Request Number	8
	Revision Number	2
	Date	12/06/2023
	Originator	ANGUSalve Chief Executive

AGREEMENT(S)	<ul style="list-style-type: none"> • Services Agreement (dated 27 November 2015) • Licence (dated 27 November 2015)
TITLE OF CHANGE REQUEST	Permanent relocation of Monifieth Library and ACCESS services
PERMANENT OR TEMPORARY	Permanent

<p>Description of Change Request</p> <p>Report 313/22 submitted to the meeting of Angus Council of 8 September 2022 provided a detailed background to the project to create Monifieth Community Hub and Library.</p> <p>The report also presented the results of a public consultation undertaken in relation to the possible relocation of the Monifieth Library and ACCESS services.</p> <p>Members agreed to approve the relocation of Monifieth Library and ACCESS services to the new community hub facility at the Blue Seaway.</p> <p>By agreeing this relocation of service provision, the current Library building in Monifieth will become surplus to requirements and therefore this Change Request is giving Angus Council the required notice of ANGUSalve's intent to vacate and return the existing building.</p> <p>This change is also part of ANGUSalve's transformation programme and Business Plan (agreed by the Council at its meeting on 2 March 2023, subject to completion of related Change Requests).</p> <p>An Equality Impact Assessment has also been completed and will be considered by Angus Council on 22 June 2023.</p>

<p>Change Request Quotation</p> <p>1 The Services Provided</p> <p>1.1 ANGUSalve currently utilise Monifieth Library as a venue to provide a Library service and the frontline Angus Council ACCESS service as part of the Services Agreement (Section B of Schedule Part 2 – Services Specification refers).</p>
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- 1.2 ANGUSalve now intend to provide a fully integrated Library and Face-to-face ACCESS services delivered from Monifieth Community Hub and Library at the Blue Seaway on a permanent basis.
- 1.3 The impact to Angus Council is that the existing Monifieth Library building will be returned to the Council's building portfolio and the Council will be required to enter into a new agreement with Monifieth Community Resource Group to share a designated area of the new facility at the Blue Seaway, Monifieth to support ANGUSalve provide library and ACCESS service provision. There will be no impact to the services provided as the Library and ACCESS services will remain unchanged except that it will now be delivered from the new shared community venue.
- 1.4 There is no change to the services provided, just a change to the location where they are delivered. A new facility will offer improved community access in terms of car parking and café facilities as well as all services being located on the ground floor.

2. The Services Specification

- 2.1 There are no changes to the current Services Specification resulting from this proposal.
- 2.2 The Licence will require to be updated to: (i) remove reference to Monifieth Library, High Street, DD5 4AE as one of the Facilities; and (ii) add reference to the designated area within the new Community Hub and Library facility at the Blue Seaway.
- 2.3 There is no change to the services provided just a change to the location where they are delivered.
- 2.4 The impact to Angus Council is that existing Monifieth Library building will be returned to the Council's building portfolio and the Council will be required enter into a new agreement with Monifieth Community Resource Group to share a designated area of the new facility at the Blue Seaway, Monifieth to support ANGUSalve provide library and ACCESS service provision. There is no impact to the services provided as the Library and ACCESS service will now be delivered from the new shared community venue.

3. Services Payment (Management Fee)

This change request will result in no change to the management fee. There may be impact on existing property and utilities costs which will remain the responsibility of the Council in accordance with the principles in the existing Services Agreement and Licence.

4. The Terms of the Agreement

- 4.1 The proposed change is to vacate the existing Monifieth Library building and deliver Library and Face-to-face ACCESS services from the new Monifieth Community Hub and Library on a permanent basis. There is no impact on the Services Specification and the impact on the Licence is noted in section 2.2 above.
- 4.2 Impact to the Council and Public - There is no change to the services provided by ANGUSalve, just a change to the location where they are delivered. The impact to

	<p>Angus Council is that the existing Monifieth Library will be returned to the Council’s building portfolio and the Council will be required enter into a new agreement with Monifieth Community Resource Group to share a designated area of the new facility at the Blue Seaway, Monifieth to support ANGUSalive provide library and ACCESS service provision. There is no change to the services provided to the public as the Library and ACCESS service will now be delivered from the new Monifieth Community Hub and Library facility.</p>
4.3	<p>Feasibility of the change – the change is subject to approval at the meeting of Angus Council on 22 June 2023, whereby overall progress and funding arrangements for the community-led project to provide the new Community hub and Library facility at the Blue Seaway in Monifieth will be considered.</p>
5.	Implementation Timescales
5.1	<p>Subject to Council approval at its meeting on 22 June 2023, it is anticipated that work on the project will start later in 2023 with a completion date to be forecast around Summer 2024. It is likely that a short-term shutdown of the existing library will be required in order to transition to the new venue. Timelines have not yet been set for this but will be designed to minimise any temporary disruption to services.</p>
6.	Revised Services Specification
6.1	<p>There is no change to the Services Specification as a result of this Change Request.</p>

Approved By Company Nominee:	Approved by Council Nominee:
Name	Name
Designation	Designation
Date	Date