

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead for Communications, Culture and Communities****Infrastructure, Regeneration & Economic Development:****15 May 2019**

Subject: Regeneration of Glencairn House, Dumbarton, and the creation of a Dumbarton Community Archive

1. Purpose

- 1.1** This report provides detail on a proposal to regenerate Dumbarton's Glencairn House by adapting the building to house a new library and museum. It also includes a proposal to find an alternative use for the existing Dumbarton Library building that will capitalise on its location and history and make better use of the Council's heritage and archive.

2. Recommendations

- 2.1** It is recommended that the IRED Committee:

- notes the feasibility study into future uses of Glencairn House, and the option appraisal for the re-use of the existing Dumbarton Library building;
- notes the outcome of the internal option appraisal recommending the Library and Museum proposal for Glencairn house and a new community archive centre and office at Dumbarton Library
- agrees that officers can take this outline proposal for Glencairn House and Dumbarton Library forward for a further round of community engagement;
- agrees that a further report will then come back to a future IRED Committee with results of the consultation and a final recommendation;

3. Background

- 3.1** Glencairn House is a category B listed, sandstone townhouse in Dumbarton High Street dating back to 1623. It is also known as Glencairn Greit House and was the town residence of the Earl of Glencairn and later, the Duke of Argyll. It has three floors amounting to an overall floorspace of 3,613 square feet (or 335 m²). In 1924 the building was sold to the Town Council and was altered to create the three arched windows on the ground floor. The building was most recently used by Dumbarton Credit Union but it has been vacant for a number of years. Works to strip the internals of the building back to its original shell and make it fully wind and watertight were undertaken in 2017/18. At this time a decision was taken not to remove the dilapidated rear extension until a final decision was reached on future uses for the building.

- 3.2** The first public library in Dumbarton was based on the High Street at Number 70 and initially gave access to a reading room. A lending section opened in 1884 and, with this expansion, the library sought a new location. It moved into the Denny Memorial Institute in Church Street in 1892, although continued rising demand meant that a new space was soon required. At this time, the Town Council began a fundraising campaign to support the building of a new library. With a donation of £6,000 from the philanthropist Andrew Carnegie, and supported by contributions from residents, land was purchased at Strathleven Place in 1907 and a competition launched locally to engage an architect. The present building, designed by architect William Reid of Church Street, Dumbarton, opened to the public on 30th September 1910. In October 1966 a proposed extension to the building was agreed. The building in its current form opened to the public on 4th September 1969.
- 3.3** The Dumbarton Town Centre and Waterfront Revised Urban Strategy 2014 identified the need to find new uses for Glencairn House, including investigating the feasibility of a local museum as a priority for the town centre.
- 3.3** In January 2017 the Council's Regeneration team commissioned a team comprising of architects and economists to investigate the feasibility of a range of new uses for Glencairn House. Their brief was to consider viable, cost-effective and deliverable options for the re-use of this property, narrowing options down to a preferred option and providing outline costs and layout plans.
- 3.4** Stakeholder consultation was also undertaken by the Regeneration team in early March 2017, including telephone consultations and a drop-in event at the Artizan Centre. This was well attended with 50 people present and 13 people registering their comments before the event. There was strong support for a local museum. It was felt that there was a gap in Dumbarton for a facility of this type and that more could be made of Dumbarton's past. Such a use could help enhance the existing heritage tourism trail by linking with the proposed new waterfront path between Levensgrove Park, the town centre, the maritime museum and the Rock and Castle. There was also strong support for the building remaining in public ownership. It should be noted that officers did not highlight the opportunity of a library and museum option at this time as the idea had not been conceived, and as a result no feedback was provided on it.
- 3.5** In order to consider new uses, a market assessment was undertaken with the conclusion that if Glencairn House was marketed for sale, there would be limited demand, if any.
- 3.6** Officers from the Regeneration team then commissioned an external options appraisal (Appendix 1). This considered potential key users including local people, local businesses, visitors, support organisations, schools, colleges and universities. Six potential uses were then identified as a long list of options:

- museum
- retail
- café
- residential
- business centre
- single office occupier

These uses were then appraised against eight criteria:

- fit with the physical space of the building
- likely commercial and financial sustainability
- level of stakeholder support
- level of risk
- likely demand for the use in this location
- level of impacts and benefits generated
- potential for displacement from elsewhere in West Dunbartonshire
- extent to which the public would be able to access the space

- 3.7** Of the six uses, the business centre, office and retail scored lower due to the high number of vacant retail units in the town centre, as there is little demand for office space. A short list of the two remaining uses in different scenarios was then established:

Option 1	Museum with café
Option 2	Residential with commercial café

- 3.8** Outline plans and indicative costs were then prepared for the remaining two options. The costs for the internal conversion of the building to create two residential flats and upgrade the ground floor for commercial requirements was estimated at £589,751 (excluding external fabric repair costs). This was poor value for money because the capital receipt from the flats was estimated to be significantly less than the capital investment. The capital costs for the creation of a museum and café were estimated at £3.2m with additional ongoing costs of £0.120m per annum for staffing, property and supplies to be identified. This was based on the local history section of Dumbarton Library moving to Glencairn House, and a new team of employees being created to support the exhibitions.

- 3.9** The most widely supported use as a stand-alone museum had implications for the Council given the significant additional revenue costs linked to running and maintaining such a facility. It was also recognised that the limited income opportunities provided by such a facility would never come close to offsetting this revenue cost. This created concerns over the long-term sustainability of the venue. In addition it was also noted that the museum sector has experienced a number of challenges in the past decade with at least 64 museums closing across the UK since 2010. Officers were keen to avoid investing significant funds in creating a museum that was expensive to run, and struggled to compete in a challenging market.

- 3.10** As a result, the design team were asked to go back and consider whether an updated layout within Glencairn House could accommodate a new combined library and museum facility for Dumbarton. It was the view of officers that if this could be achieved then it could provide a unique opportunity for the town to benefit from a contemporary, fit-for-purpose library and museum visitor attraction that had no ongoing employee costs (Appendix 4). At the same time consideration was to be given to providing a positive sustainable future for the existing Dumbarton Library building.
- 3.11** Such a move would also assist the Council to improve its current challenge in giving residents the opportunity to engage with the local area's heritage and fine art. At present, less than 1% of the Council's heritage and fine art collection is on public display due to lack or unsuitability of space.

4. Main Issues

- 4.1** Evidence from across the UK shows that renovated libraries have performed best at reversing the declining trend in library visitors and book issues. Since no funding exists in the Council's Capital Plan for the current Dumbarton Library, Glencairn House would present an opportunity to secure a much-needed modern library and museum facility for the residents of Dumbarton. This option would also respond positively to the 2017 community feedback. Glencairn House would be entirely retained in public ownership, and used to celebrate a historic local building and local history. It would also complement the ongoing investment in Clydebank where the town's major library will complete a major upgrade in 2019/20.
- 4.2** Outline plans (Appendix 1, P65) have been developed that propose taking the existing three storey building and building-on an adjoining new four storey extension to the rear. This would create 13 rooms amounting to 411m² of useable space, plus service areas and circulation space. Senior library officers consider this suitable accommodation to allow for an ambitious re-imagining of the current library offer within Dumbarton. Dedicated separate spaces for children and families, computer use and quiet study would be offered alongside a wide selection of fiction and non-fiction items in a variety of high-demand formats. A relaxing recreational space will also be included featuring a coffee station to provide income and assist with financial viability. Maximising the increased visibility and convenience afforded by a high street location, the new facility would bring a welcoming cultural space directly into the heart of the town. This would allow residents to embrace opportunities which inspire creativity, support lifelong learning and encourage health and wellbeing.
- 4.3** Museum facilities would include an entire local history floor that included exhibition space (Appendix 4). This would be further augmented by the integral display of artefacts throughout all floors of the building. This would answer the issues with appropriate existing space, and enable the exhibition and interpretation of key artefacts that describe the cultural and strategic significance of Dumbarton and the surrounding area throughout history.

Among the most important objects held in the Council collections and available for display are:

- a Roman Medallion that dates from 193AD and offers insight to the Roman occupation of Scotland, linking to the story of the Antonine Wall
- the 'Skellat Bell', recognised as one of only six cast bronze bells that are known to have survived from the early Christian church in Scotland
- Tron Weights which date from the early 1700s and were maintained by the town council to ensure that all units being sold across the burgh were standardised – the tron weights were held in the Burgh Tollboth, which in Dumbarton was originally situated just opposite Glencairn House
- The company seal for the Dumbarton Glassworks – Dumbarton was once an international centre for glassmaking. The collection also includes examples of early glass made in Dumbarton and portraits of the Dixon family, who owned and operated the glassworks
- The Dubonnet Trophy, presented to Sir Jackie Stewart at the 1969 Mexican Grand Prix, the final race of the season in which he won his first Formula One World Championship. The trophy was presented by Sir Jackie to the Burgh of Dumbarton on 22nd November 1969 on the occasion of his being made a Freeman of Dumbarton
- The Overtoun Collection and associated civic fine art – these paintings are a key part of the industrial narrative of Dumbarton and West Dunbartonshire more widely

Individually and collectively, while the artefacts described above are of huge local importance, they are also nationally important and place Dumbarton in a global context when used to tell stories of innovation, industry and exportation.

- 4.4** Outline capital costs for this option are estimated to be in the region of £3.75m (Appendix 1, P72), including a provisional sum for internal fit out and external fabric costs. An additional 10% has been added to take account of site surveys, inflation, legal fees and insurances. Initial discussions with external funders have indicated that subject to submitting successful applications, there could be potential support from the Heritage Lottery Fund and Regeneration Capital Grant Fund – particularly if some form of community involvement can be incorporated.
- 4.5** This option could create a visually stunning landmark for Dumbarton town centre – preserving the oldest building in the town and giving it an exciting and sustainable new future for generations to come. It also responds to the call from residents for the High Street to interact better with the riverfront. The design of a new extension with prominent south-facing windows, would provide the opportunity of spectacular views over the River Leven, Levensgrove Park and Dumbarton Rock and Castle. This would make it a genuine attraction for local residents and visitors to the area – particularly the third-floor events space with floor-to-ceiling windows.

- 4.6** Siting the Library and Museum on the High Street would also open up convenient access to the facility among shoppers who may not be visiting the current building on the opposite side of a busy dual carriageway. In addition the Library receives a significant daily footfall which could be harnessed for the benefit of the new museum, whereas the original museum-only option would need to attract and maintain an entirely new visitor-base. Furthermore, the museum/library option at Glencairn House would offer better physical access for users with mobility impairments – with level access straight from the High Street and a newly installed lift - than what is provided at the existing Dumbarton Library building. This would further assist the Council to meet its corporate priority to have fit-for-purpose and accessible assets.
- 4.7** The residents and businesses of Dumbarton, and particularly the Town Centre, will be central to this proposal as part of our aspiration for community-led regeneration. Through a commitment to community co-production we will consider at all stages of the project opportunities to actively involve community groups in. This could include for example, the creation of resources, road-testing access and wayfinding solutions in the building layout, and informing the look and feel of a building that will become a community hub on the high street.
- 4.8** To date it is the community who have directed officers and the Council to revive Glencairn House, and provided the broad ambition for it to be a cultural asset. Already consideration has been made of the many ways in which sustained engagement with the community can be achieved within a redeveloped Glencairn House, including the possibility of providing meeting space for community groups to maximise; utilising the third floor event space to host pop-up shops, maker-spaces, film-screenings and other similar events; and dedicating space within the heritage displays to accommodate changing exhibitions that showcase the personal collections of Dumbarton residents.
- 4.9** In the early stages of the redevelopment, there will be other opportunities for successful community co-production. This could include working with the established community of retailers and business owners on Dumbarton High Street to explore the history of tenancies along the High Street, telling stories that are of interest both socially and economically. Where these changes are charted in living memory, there is further opportunity to engage other community groups in activities that centre on storytelling, reminiscence and memory sharing around the changing face of the High Street. As networks of engagement build, the ambition to co-produce a High Street heritage trail with the support of retailers and business owners, or to co-curate an element of the heritage displays within a redeveloped Glencairn House become easier to realise.
- 4.10** It would be the intention of officers that, by the time the building reopened, retailers, business owners and residents would be invested in the success of Glencairn House, and would be positive and natural advocates of this important cultural asset both within West Dunbartonshire and further afield.

Officers do not wish to be prescriptive and the public consultation proposed following a Committee decision would seek to further engage the community on how they would like to come together to maximise this asset further for the benefit of Dumbarton and West Dunbartonshire.

4.11 To assess the economic impact of this project the Regeneration team commissioned an appraisal by EKOS (Economic and Social Research Consultancy). This can be found at Appendix 2. The main findings of this report were:

- There would be one-off construction impacts equivalent to 25 net additional construction posts, worth £540,000 to West Dunbartonshire, and a net additional one-off GVA of £1.33 million;
- The new library would help to maintain visitor numbers by opening it to shoppers who do not visit the current location, and there would be a £90,000 additional net spend in the town centre by bringing 70,000+ visitors to the High Street. This would equate to a net additional GVA of £50,000 generated at the West Dunbartonshire level; and
- There would be long-term impacts estimated at £1.9 million over 15 years at the West Dunbartonshire level.

4.12 In addition to the economic benefits the following wider impacts were also judged to be likely:

- Relocation of library would make the town centre feel safer and more animated due to the additional footfall it would bring;
- Provide new modern facilities for welfare claimants and job seekers to search for employment opportunities and complete applications online;
- The permanent occupation of the historically and architecturally important Glencairn House would enhance the image of the area;
- The project contributes to the town centre first government objective to sustain and safeguard accessible facilities and services;
- It is assumed that the new library would be an improved space for residents and prove more attractive to the community. This should increase engagement with the service which is crucial since providing access to books and encouraging reading improves child literacy and is linked to improved general educational attainment. In addition, core book lending services has a beneficial effect on adult learning, alongside library ICT services which allow users to improve their computer literacy and access wider online learning tools;
- Provides a social hub to connect communities, particularly those on low incomes, the elderly and families. This function will be enhanced by the relocation of the library to a more central, town centre location;
- Creates an attractive meeting facility that, in addition to its use by local residents and visitors, could also be used by adjacent businesses;
- Provides a venue for a variety of social activities as well as services delivered by the public or voluntary sector;

- Improved community pride through keeping Glencairn House in use and having these important services maintained;
- Provides a high-quality venue to showcase elements of West Dunbartonshire Council's heritage collections, including artefacts from the Roman, early Christian and medieval periods, as well as providing space to host changing exhibitions, and other creative events e.g. art classes, book signings, writing classes, etc

4.13 The Strategic Lead for CCC and the Finance team then led an internal options appraisal, with participation from Libraries and Culture, Regeneration and Economic Development, and Assets, into the various alternative uses for Glencairn House. These were judged against the following criteria:

- Impact/benefits (particularly with regard to regeneration)
- Commercial and financial sustainability (particularly with regard to the revenue budget)
- Physical fit in space
- Stakeholder support
- Likely demand
- Level of risk (inverse)
- Potential for displacement (inverse)
- Public Access
- Attraction of additional visitors to West Dunbartonshire
- Restoration of a cultural asset
- Likelihood of attracting external funding

4.14 The exercise illustrated the following:

Option	Overall points score
Library and Museum	165
Museum and franchise cafe	152
Museum	150
Sell	93
Do Nothing	55
Commercial Lease	51
Residential and cafe	46

The Library and Museum option was clearly the most suitable and scored particularly highly on restoration of a cultural asset, public access, commercial and financial sustainability, likely demand and likelihood of attracting external funding.

4.15 The next step was to consider the lifetime costs of the two top scoring projects to determine which was the most suitable recommendation. To do this effectively the officer group had to consider how we would find a positive and sustainable future for the existing Dumbarton Library building. Such a plan

would complement the Council's wider regeneration and preservation of Dumbarton heritage which has included investment in the Municipal Building, Church Street and the heritage trail from the High Street to Dumbarton Castle. The overall aim needed to be a sustainable and successful future for all key Council assets (see Appendix 5).

- 4.16** As previously stated, the existing Strathleven Place building from which the library would be relocated opened in 1910. Whilst it retains some original Edwardian features it is not listed and has been altered regularly over the years. The library setting has changed unrecognisably since its inception due to the mass demolition of the urban area around the library – partly to facilitate the construction of A814 Glasgow Road. It now sits isolated on a major roundabout and separated from the town centre by the dual-carriageway A814. The rear and sides of the building were previously not visible to the public and this explains why they are not as visually attractive as the frontage.
- 4.17** The existing library is currently in a Category C condition and as previously mentioned is not fully accessible in line with requirements of the Equality Act 2010. Access to the principal level can be reached by a lift although the entrance to this is via a side door which is not recommended under the current guidance. In addition the layout is not conducive to a modern library, and would require significant investment to upgrade the library and building to make it fit for purpose moving forward. It is the view of officers that if the Glencairn House proposal does not go ahead then they would need to bring forward a proposal for the Strathleven Place branch that could require investment in the region of the £750,000 currently being spent on Clydebank Library. This investment would add £1.023m onto existing costs over the next 25 years and has been modelled for illustrative purposes at 4.21 and 4.22.
- 4.18** The Strathleven Place site offers a number of potential future uses if the library and heritage centre relocated to Glencairn House. An options appraisal was undertaken to evaluate 14 potential uses moving forward ranging from sale/lease to childcare facility, and private gym to a museum collections store and archive centre. These uses were then appraised against nine criteria such as the fit within the physical space of the building and the public sector cost implications (Appendix 3).
- 4.19** The four most suitable uses moving forward were identified as:
- Venue/restaurant;
 - Nursery/Childcare facility;
 - Multi-use facility; and
 - Museum collections store and archive centre with associated office space.

Options Summary

Factors for Consideration	Scenario 1: Venue/ Restaurant	Scenario 2: Nursery/ Childcare Facility	Scenario 3: Multi-use facility	Scenario 4: Museum collections store and archive centre with office space
Level of benefits created	Medium-High	High	Low	Medium
Level of risk	Risks associated with demand and licensing approval High	Risks associated with finance, Care Inspectorate Approval and timings Medium-High	Risks associated with demand and lack of anchor tenant Medium-High	Risks with lack of access to heritage asset Low
Capital cost	£2.4m	£1.9m	£1.8m	£0.4m approx.
Additional Revenue Cost	Low – will likely be revenue from rent or capital receipt from sale of building. It is not possible for the Assets team to establish an accurate market value due to the unique nature of the building.	High – but will be required irrespective of whether this option goes ahead	Medium-additional running costs if WDC run and will likely require grant support if community run	Low – involves relocation of existing services. Will likely be revenue from rent of existing premises
Simple Cost-Benefit Score	Medium	Medium	Low	Medium-High

As the table illustrates, the community museum collections store and archive centre with associated office space emerged as the best and most low-risk option.

- 4.20** Under the plan this proposal would see the existing museum collections store and archive facility at Poplar Road, and all other services in the building transferred into the Strathleven Place site (see Appendix 4). The current collections store and archive is not open to the public, but this move to Strathleven Place would allow for regular public viewings and facilitate improved access to both collections and archive throughout the year. West Dunbartonshire Council's archive holds a huge volume of documents that describe the history of the area and its communities. As with the object-based heritage collections, these documents illustrate the importance of Dumbarton as a main centre in Scottish civic life – the archive includes a letter under the Privy Seal of James III; a charter signed by Mary Queen of Scots; an obligation signed at Dumbarton by James, Earl of Moray, Regent; and a Commission by King James VI to the Baillies of Dumbarton to apprehend and try persons suspected of witchcraft, signed by the King himself. While the ongoing care and preservation of these documents remains a priority, it is also important to ensure access to them for the purpose of learning and research. This proposal would create an environment in which this could be managed, overall ensuring that the community was still able to enjoy meaningful access to the building and participate in its purposeful use.
- 4.21** In addition the current public PC area of the library would be transformed into a flexible office space for Council employees. This would work well for Libraries and Culture employees currently based at the Poplar Road HQ, along with potentially employees based at Elm Road, and any overspill from Municipal and Church Street offices. It would also provide additional space for employees to move into when the Council leaves the Bridge Street office in Dumbarton at the end of its lease in five years. Moving out of the Poplar Road office space would help create new space that could be utilised by the depot rationalisation project, or it would generate property savings for the Council of more than £70,000 per annum if the existing buildings were let to a private tenant or demolished due to lack of interest. The capital cost of fitting out Strathleven Place site for this new use is estimated at around £400,000. There is potential to secure additional funding to support this work from a number of funding/grant making bodies, including the Regeneration Capital Grant Fund, the Heritage Lottery Fund, Museums Galleries Scotland, and the Esmée Fairbairn Collections Fund. Prioritising collections care and preservation; access and learning; and community engagement will strengthen any case for funding support.
- 4.22** The lifetime costs (over 25 years) of the Library and Museum proposal compared to the Museum and franchise café option were then worked up. They showed:

	Current	Current with £750k Investment in Strathleven Place	Glencairn Library and Museum	Glencairn Museum and franchise Café
	£000	£000	£000	£000
Revenue Expenditure				
Loan Charges	0	1,023	6,172	4,365
Employee Costs	4,005	4,005	4,005	6,412
Property Cost	4,569	4,569	3,169	5,405
Relocation costs	0	0	130	0
Supplies, Services, Admin Costs	0	0	0	625
Expenditure	8,574	9,597	13,477	16,807
Income	0	0	0	(875)
Total	8,574	9,597	13,477	15,932

4.23 For illustrative purposes, the table below details annual costs in year 1 for each option:

	Current	Current with Investment in Strathleven Place	Glencairn Library and Museum	Glencairn Museum and Franchise Café
	£000	£000	£000	£000
Revenue Expenditure				
Loan Charges (*average)	0	41	247	175
Employee Costs	129	129	129	203
Property Costs	149	149	95	169
Supplies, Services, Admin Costs	0	0	0	25
Expenditure	278	319	471	572
Income	0	0	0	(24)
Total	278	319	471	548
Relocation costs (*1 year only – this could be charged to capital)	0	0	130	0

4.24 Based on the information available to officers it is recommended that the Council progresses in principle with a proposal which will deliver both a new

library and museum at Glencairn House, and an archive facility at the existing Dumbarton Library.

- 4.25** The IRED Committee is asked for permission to undertake a public consultation on these proposals. At the conclusion of this a final report would be brought back to IRED in August 2019 updating on the consultation, and bringing forward a final recommendation.

5. People Implications

- 5.1** In respect of the library and museum proposal the service is confident that staffing could be found within existing resources to cover the venue professionally. With regard to the Museum-only option the service estimates needing an additional Grade 4 1FTE and Grade 3 2FTE.

- 5.2** Beyond this the service is confident that there are no other significant people implications from this report other than the resources required by various services to take this project forward.

6. Financial and Procurement Implications

- 6.1** The Local Economic Development (LED) Capital budget was used in 2016/17 to fund the feasibility study into Glencairn House.

- 6.2** Transforming Glencairn House into a Library and Museum, and repurposing the existing Dumbarton Library into an archive and office hub would cost an estimated £4.525m. Funding a £4.525m capital investment has a revenue impact of an average of £0.247m per year over the 25 year period.

- 6.3** As was stated previously initial discussions with external funders have indicated that subject to submitting successful applications, there could be potential support from the Heritage Lottery Fund and Regeneration Capital Grant Fund. A target of £1m of external funding towards the capital costs should be applied to this project and this would reduce the revenue implications by an average of £0.055m per annum.

- 6.4** Any report to the IRED Committee in August seeking permission to progress this project would include a detailed breakdown of the recommended funding model proposed. As part of this work officers would review the Council's existing Capital Plan to see if any funding might be suitable to support this project. Every £1m sourced from existing capital budgets would generate an average reduction of £0.055m per annum on the cost of this project. Any change to Capital Plan and/or request for additional capital would require a council decision.

- 6.6** The Glencairn House project would have one-off positive construction impacts equivalent to £540,000 to the West Dunbartonshire economy, and a net additional one-off GVA of £1.33 million. There would be a long-term GVA

impact estimated at £1.9 million over 15 years for West Dunbartonshire. Combined that would be a £3.23 million benefit to the area from this project.

- 6.7** Investing in the Glencairn House proposal would avoid the requirement for future redevelopment of the existing Strathleven Place library branch into a fit for purpose asset. This is estimated at £750,000.
- 6.8** All procurement activity carried out by the Council in excess of £50K is subject to a contract strategy. If approval is given, and before the tender is published, the contract strategy for Glencairn House will include, but not be limited to: Service Strategy/Forward Plan, Supply Market Status: Social Benefits, Procurement Model and Contract Management.

7. Risk Analysis

- 7.1** There is a risk that the estimated costs of the building renovation are too low. To mitigate this we have used a professional agency with specialist knowledge in this type of work. The project team also asked the Council's own professional experts to review the projections.
- 7.2** There is a risk that fitting a service this size into a building with a small footprint could lead to issues with fire safety, planning permission and listed building consent. We have mitigated this by seeking professional advice both internally and externally as part of the outline proposal. Moving forward we would be sympathetic to any restrictions applied to a project such as this.
- 7.3** There is a risk that there could be public opposition to the existing library service transferring to Glencairn House. This will be mitigated through further public engagement where the benefits of a purpose built modern library and museum could be explained – including much improved accessibility. Having the plan outlined above for the positive future uses of Strathleven House will also help to provide reassurance that this building will have a strong future relationship with the local community.
- 7.4** There is a risk that the project might not receive significant external funding. This appears unlikely given the ambitious transformation of a historic public asset. The Council also has its own funds which could support a project such as this if that unlikely scenario took place.
- 7.5** There is a risk that the Council does not find a new tenant for the Poplar Road building quickly and this would have a negative impact on the business case outlined in this report. The reality is that demand remains high on the Broadmeadow industrial site and we would expect there to be interest in a corner plot such as this, particularly since it has its own private yard area to the rear. If demand did not materialise then there remains the option to demolish the building to realise the savings and mitigate any risks to the business case.

7.6 There is a risk that the Council does not take action with Glencairn House and the building lies empty for the short to medium term. This will have a negative affect on Dumbarton High Street and fail to respond to the views of the community who responded that they wished to see the building renovated and kept in public ownership. As can be seen by the options appraisal the ‘do nothing’ option scored very poorly, whereas the proposed project would mitigate against those risks.

8. Equalities Impact Assessment (EIA)

8.1 No significant issues were identified in a screening for potential equality impact of this proposal.

9. Consultation

9.1 The Council originally consulted with the community on the future uses for Glencairn House, as described previously in this report. Further community engagement would be undertaken if IRED Committee gave approval.

9.2 The consultation would be predominantly online and aimed at sharing an outline of the ‘offer’ from the building, associated drawings, and asking for views. In addition officers would use a similar drop-in session format to the previous stakeholder consultation in 2017. This would allow people to stop in for 5 minutes to look at plans and give their views. This would largely be done in Church Street and in the Concord Centre. Consideration would also be given to opening up the front area of Glencairn House for one or two drop-in sessions. Significant direct engagement would be undertaken with existing Dumbarton Library users. Social media promotion would also be a key driver of engagement.

9.3 The following schedule is proposed:

Consultation Timeline	
15 May	IRED Committee decision
27 May	If approved, the Glencairn House consultation launches
w/c 10 June	Three drop-in sessions held for public (morning, afternoon and evening) One drop-in session held for local businesses
17 June	Consultation closes
21 August	Report back to IRED Committee on consultation feedback and final proposal.

9.4 Internally the project has been considered by senior officers from Libraries and Culture, Regeneration and Economic Development, Assets, Finance and Procurement.

10. Strategic Assessment

10.1 The Glencairn House project would support the following Council strategic priorities:

- A strong local economy and improved employment opportunities
- Meaningful community engagement with active empowered and informed citizens who feel safe and engaged
- Efficient and effective frontline services that improve the everyday lives of residents

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Designation **Strategic Lead for CCC**
Date: **26 April 2019**

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Appendices: Appendix 1 – Identification of Uses for Glencairn House

 Appendix 2 - Glencairn House Economic Impact Appraisal

 Appendix 3 – Dumbarton Library Options Appraisal Report

 Appendix 4 – Artist’s impressions and illustrative images of Glencairn House, and the proposed community archive at Strathleven Place

 Appendix 5 – Overview of the Glencairn House and Strathleven Place proposal, and linked investment in Dumbarton heritage and regeneration

Background Papers: None

Wards Affected: Ward 3