

Decision Pathway – Report



PURPOSE: For reference

MEETING: Cabinet

DATE: 02 October 2018

TITLE	Library Strategy		
Ward(s)	All		
Author:	Kate Murray		Job title: Head of Libraries
Cabinet lead:	Councillor Asher Craig		Executive Director lead: Patsy Mellor
Proposal origin: Councillor			
Decision maker: Cabinet Member			
Decision forum: Cabinet			
Purpose of Report:			
<ul style="list-style-type: none"> To approve the development of a library strategy that will include a vision and a development plan for the service. To note ongoing community conversations around all 27 Libraries to inform the strategy and inform how we develop sustainable libraries for the future. 			
Evidence Base:			
<p>At the July 2018 cabinet it was confirmed that Bristol City Council will continue to manage all existing 27 libraries across the city with the current locations, library staff and opening hours with the existing budget.</p> <p>It has been acknowledged both internally and with external consultants that the service has no strategic plan for development and this period of stability is an ideal opportunity to test and refresh the vision agreed in the September 2015 cabinet and create a longer term library strategy.</p> <p>Subject to approval at cabinet, work will begin in October 2018 with a library strategy to be produced in April 2019.</p> <p>The library strategy will take into consideration all the feedback from the 2017 Your Neighbourhood consultation, the subsequent meetings and conversations and ongoing interest from organisations and groups. It will also reference the ongoing conversations with academic institutions, supporters and funding bodies that have interest in Bristol and the service.</p> <p>As part of the strategy we will consider whether the current library sites are the most suitable in local locations, including the Central Library, looking at how best to maximise city assets. Any relocation would be subject to a proper understanding of the costs versus the benefits.</p> <p>The strategy will have a strong element of co-production as its development will run in parallel with the proposed community engagement. It is likely to include opportunities for extending digital access in libraries and consideration of how to modernise libraries.</p> <p>The strategy will contain a vision for the service, an explanation of what a future service for Bristol could be, and a development plan leading to a service that is sustainable and more community focused. Libraries are already a natural community hub, bringing people and communities together in a free and welcoming space. We will explore that more can be added to these sites and library services. There were many suggestions and proposals put forward</p>			

in the consultation and in subsequent discussions. We are now in a position to look in detail at local ideas and solutions and these suggestions will form the basis of the community conversations, where we will consider community led solutions for extending the service and building use for a more sustainable service in the future. As there is no current strategy or development plan, these initial conversations will aid the development of library strategy. We will also use any engagement with Communities Scrutiny to shape the development of the strategy.

Recommendations:

1. To approve the development of a library strategy
2. To note ongoing community conversations around all 27 Libraries
3. To approve the allocation of resources (up to £359K) to support ongoing community conversations and strategy development.
4. To note the commencement of a library technology review which will include the procurement of replacement self-service kiosks, and revision of all existing contracts

Corporate Strategy alignment: From the Corporate Plan:

EC4 Prioritise community development and enable people to support their community.

City Benefits: EC4 Prioritise community development and enable people to support their community

Consultation Details: Citywide Your Neighbourhood Consultation June – Sept 2017 - Appendix B, public meetings, staff meetings, Scrutiny Task and Finish Group August to October 2017 and January – April 2018, Friends Groups and Campaigners meetings, Executive Board and Political Cabinet

Revenue Cost	Up to £359k	Source of Revenue Funding	Earmarked Reserve BX138
Capital Cost	N/A	Source of Capital Funding	N/A
One off cost <input checked="" type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:

1. Finance Advice: This paper requests approval to commence the development of a Library strategy. This activity may require project management expertise and it is requested that the cost of such resource (up to £359k) be funded from an Earmarked Reserve (BX138 - created from a one-off Libraries underspend in 17/18 and confirmed as holding £359k).

This latest proposal is not intended in itself to generate any savings.

It continues to be the case that the existing Libraries savings target for 18/19 will be covered from the Mayoral Consultation Reserve. Savings targets for 19/20 and thereafter will be considered as part of the refresh of the medium term financial plan and 2019/20 budget process to be considered by Council in February 2019.

Finance Business Partner: Jemma Prince, 13/8/18

2. Legal Advice: Whilst the formation of a library strategy does not have any direct legal implications the service should take legal advice on the need for appropriate and proportionate consultation on any service changes and compliance with the public sector equality duty.

Legal Team Leader: Sarah Sharland, Senior Solicitor, 18/7/18

3. Implications on ICT: A technology review is a noted element of the proposal; therefore it is essential that IT Services continue to be engaged, via Change Services, in the development and implementation of these proposals. Ongoing support arrangements will also need to be factored into implementation plans.

ICT Team Leader: Ian Gale, 13/7/18

4. HR Advice: Whilst the formation of a library strategy does not have any direct HR implementations, the service is advised to ensure staff are engaged where appropriate, in the formation of the strategy. Any subsequent review relating to workforce or working arrangements would need to be implemented via a managing change process, in accordance with the council's HR policies.

HR Partner: Celia Williams, People and Culture HR Business Partner, 16/7/18		
PR officer: Kirsty Stilwell, Senior Public Relations Officer, 16/7/18		
EDM Sign-off	Patsy Mellor	8/8/18
Cabinet Member sign-off	Councillor Asher Craig	9/8/18
CLB Sign-off	Mike Jackson	21/8/18
For Key Decisions - Mayor's Office sign-off	Mayor's Office	3/9/18

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Details of consultation carried out - https://www.bristol.gov.uk/documents/20182/1188753/Your+neighbourhood+2017/290ab75f-ff03-f4aa-3171-e657bda871b8	YES
Appendix C – Summary of any engagement with scrutiny – Report of the Task and Finish Group on Libraries https://democracy.bristol.gov.uk/documents/s16989/Appendix%20A%20Draft%20Report%20Libraries%20Task%20and%20Finish%20Group%20v4.pdf	YES
Appendix D – Risk assessment	NO
Appendix E – Equalities screening – Service and staff	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	YES
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Combined Background papers	
Appendix J – Exempt Information	NO
Appendix K – HR advice	NO
Appendix L – ICT	NO