

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 04 February 2020

TITLE	Library Strategy		
Ward(s)	All		
Author: Kate Murray	Job title: Head of Libraries		
Cabinet lead: Councillor Asher Craig	Executive Director lead: Stephen Peacock		
Proposal origin: Councillor			
Decision maker: Cabinet Member			
Decision forum: Cabinet			
Purpose of Report:			
1. To agree and publish the Library Strategy 2020-2024			
Evidence Base:			
1. 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.			
2. At the October 2018 cabinet the production of a citywide Library Strategy was approved, to be delivered by the Library Project ('Extended Community Offer') with budget £359k			
3. It was acknowledged both internally and with external consultants that the service had no strategic plan for development and this period of stability (from July 2018) was an ideal opportunity to test and refresh the vision originally agreed in the September 2015 cabinet and create a longer term library strategy.			
4. The library strategy has taken into consideration all the feedback from the 2017 Your Neighbourhood consultation, the community engagement meetings that took part in January – April 2019, staff engagement, the subsequent meetings, conversations and ongoing interest from organisations and groups, including Friends of Library groups. It has also taken into consideration the ongoing conversations with academic institutions. We have also had input from Communities Scrutiny.			
5. The strategy has a strong element of co-production as its development has run in parallel with the extended community engagement started in January 2019.			
6. The strategy contains a vision for the service, key themes that echo the council's Corporate Plan and key actions and measures. Libraries are already a natural community hub, bringing people and communities together in a free and welcoming space. We will explore, in collaboration with the community, what more can be added to sites and library services. There were many suggestions and proposals put forward in the 2019 engagement, some of which are already in progress. We are working with community and Friends Groups to enable some of the priority actions to be put in place, and have launched the Library Innovation Fund to support ideas that may require seed funding.			
7. The implementation of the Library Project Team (with funding agreed in October 2018 cabinet) has produced a framework for prioritising the wealth of ideas generated by the community, an evaluation and assessment framework and the work to launch the Library Innovation Fund. This has formed the essential groundwork for the first year of the Library Strategy.			

7. We will use any further engagement with Communities Scrutiny Commission to inform the delivery of the strategy in line with the annual Library Service Plan.

Cabinet Member / Officer Recommendations:

1. Approve the Library Strategy 2020-2024 and authorise the Executive Director Growth and Regeneration in consultation with the Deputy Mayor and Cabinet Member – Communities (Public Health, Public Transport, Libraries, Parks), Events and Equalities to implement the strategy.

Corporate Strategy alignment:

The library strategy is underpinned by the 4 main themes from the corporate strategy:

1. Bristol’s libraries empower and care
 - a. Libraries contribute to the empowerment of individuals, local communities and city partners
2. Bristol’s libraries are fair and inclusive
 - a. Libraries contribute to economic inclusion, social mobility and democracy through the provision of services, learning opportunities and the development of skills, and public space for gatherings
3. Bristol’s libraries help connect people in communities
 - a. Libraries help connect people to people and to opportunity, locally, citywide, nationally and internationally
4. Bristol’s libraries support and enable wellbeing
 - a. Libraries promote mental and physical wellbeing by connecting people with knowledge, opportunities, services and with each other

City Benefits:

Benefits for Bristol Citizens are expected to be:

1. Greater participation in the library by the local community (and the associated outcomes that brings as above)
2. Residents are learning by doing and innovating whilst supporting their community
3. Greater use of libraries by underrepresented groups
4. Greater use of the library building as a community asset

Consultation Details:

1. Community Engagement meetings January – April 2019
2. Staff meetings and Library Friends Groups (Citywide meeting October 1st 2019)
3. Scrutiny Communities Commission October 10th 2019

Background Documents:

Library Strategy Cabinet report 2nd October 2018

Revenue Cost	£0	Source of Revenue Funding	Delivery ongoing as part of Library Service annual Service Budget (+ any approved project budgets)
Capital Cost	£0	Source of Capital Funding	Delivery ongoing as part of approved capital for the Library Service (e.g. buildings, IT)
One off cost <input type="checkbox"/> Ongoing cost <input checked="" 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: The report seeks approval of the Library strategy which sets out the vision of the service which is funded by the revenue general fund budget. The Council has a net annual service revenue budget of £4.6m which funds running all the on-going library provision.

In addition a one-off earmarked reserve of £0.5m is supporting delivery of the strategy and delivery of community led schemes through an Innovation Fund and £0.6m in the current capital programme.

Delivery of the service and strategy will be within the resources outlined above and there is no impact on the medium term financial plan.

Finance Business Partner: Mike Pilcher; Finance Business Partner 22/01/2020		
2. Legal Advice: The Public Libraries and Museums Act 1964 imposes a statutory duty on the Council to provide a comprehensive and efficient library service for all persons desiring to use it including providing facilities to borrow books and other materials to those who live work and study in the area. The Council must have regard to the desirability of encouraging both adults and children to make full use of the library service, and providing advice as to its use. The library strategy complies with this duty. The Public Sector Equality duty requires consideration of the need to promote equality for persons with “protected characteristics” when making decisions and to have due regard to the need to i) eliminate discrimination, harassment, and victimisation; ii) advance equality of opportunity; and iii) foster good relations between persons who share a relevant protected characteristic and those who do not share it. An Equalities Impact Assessment in relation to this decision has been completed which must be taken into consideration before taking the decision to adopt the strategy.		
Legal Team Leader: Sarah Sharland Team Leader Litigation Regulatory and Community Team 11/12/19		
3. Implications on IT: IT Services are supportive of the Library Strategy, however, the refresh of IT equipment and the provision of data needs to be considered beyond the current end-goal; a review of the underlying infrastructure and systems is recommended which should focus on the enablement of future flexibility (such as community-led delivery and/or provision of services via a charitable social enterprise) and remove the constraints of being joined to the Council’s Core Network		
IT Team Leader: Simon Oliver, Director of Digital Transformation, 17/12/19		
4. HR Advice: The paper seeks to secure approval for the 2020-24 Library Strategy. Whilst there are no HR implications anticipated, it is important to continue to engage the Library workforce in the plans for the future of the service		
HR Partner: Celia Williams, HR Business Partner, 11/12/19		
EDM Sign-off	Stephen Peacock	December 18 th 2019
Cabinet Member sign-off	Councillor Asher Craig	December 19 th 2019
For Key Decisions - Mayor’s Office sign-off	Mayor’s Office	January 6 th 2020

Appendix A – Further essential background / detail on the proposal: Library Strategy 2020-24	YES
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	YES
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal This proposal is a strategy and has minimal environmental impacts; therefore a full Eco IA is not required. Past cabinet papers about the library service have had Eco IAs completed that considers the installation of new technology in libraries and these should be referenced where this does happen. Any substantial building changes that may have an environmental impact will be separately assessed for environmental impacts and mitigation measures will be put in to place during these assessments.	NO
Appendix G – Financial Advice	NO

Appendix H – Legal Advice	NO
Appendix I – Exempt Information	NO
Appendix J – HR advice	NO
Appendix K – ICT	NO