

SOUTH GLOUCESTERSHIRE COUNCIL

MINUTES OF ANNUAL GENERAL MEETING 26th October 2016 7pm

Present: Marilyn Goodman, Stephen Wightman, Kathy Hemmings, Elaine Tayler, Cllr Mark Greensword, Robert Sharp (Chair), John Abraham (Operations Manager), Clare Fletcher (Librarian)

1. Public Session: None

2. Apologies: none

3. Minutes of previous AGM & matters arising: Agreed as a correct record. No matters arising.

4. Chair's report: Robert thanked the Library Users' Group for their support and thanked the staff for their hard work. The Chair's Report on the year was discussed.

5. Election of Officers: Kathy Hemmings (Chair), Elaine Tayler (Vice Chair)

6. Any other business: Clare and John thanked the Library Users Group for all their hard work and support and thanked Robert for chairing the group and thanked Kathy for stepping into the Chair.

7. Meeting dates: Meet at Patchway Library at 6.45 pm to start at 7pm all on a Wednesday.

22nd February 2017, Wednesday 21st June 2017, Wednesday 18th October 2017 (AGM)

MINUTES OF ORDINARY MEETING 26th October 2016

Present: Marilyn Goodman, Stephen Wightman, Kathy Hemmings (Chair), Elaine Tayler (Vice Chair), Cllr Mark Greensword, Robert Sharp, John Abraham (Operations Manager), Clare Fletcher (Librarian)

1. Public Session: Nothing to report.

2. Apologies: none

3. Correspondence: None

4. Matters arising from minutes of June 2015 meeting: No further concerns raised over windows open outside staffed hours. Please report any further problems to Clare.

Adding clarification to receipts issued when self-service kiosks are in off-line mode is not possible, any notes added to the receipts will show up when the kiosks are on-line and in off-line mode.

5. Update on Library Service Review and forthcoming consultation

John gave a summary as follows:

In February the Council's consultation on reducing the Library Service's budget by £650k elicited the biggest response from the public with over 3600 survey's returned and 15000 comments, a lot of press coverage was generated, campaign groups sprang up, petitions were launched and social media erupted. All of which raised the library's profile greatly. The Consultation report that followed

SOUTH GLOUCESTERSHIRE COUNCIL

at the end of the summer had some key findings including:

The most important aspect of the library service to respondents was 'having a library local to you'.

The next most important was 'having a good range of books and other stock available'.

It was felt that opening hours should reflect usage patterns.

That income generation should be more fully investigated.

That the running of libraries should not be transferred to external bodies, especially for profit organisations.

That volunteers should not replace paid staff.

This feedback generated a further report on options going forward which was presented to Council in September and a new set of proposals for consultation was agreed:

That the required savings would be dropped from £650k to £500k, still a large amount, however, which represents a drop of around 30% in staffing.

That libraries would be grouped in three tiers according to the amount of use:

Tier 1, Bradley Stoke, Thornbury and Yate having 35 staffed hours each

Tier 2, Downend, Emersons green, Filton, Hanham, Kingswood and staple Hill having 26 staffed hours

Tier 3 Cadbury Heath, **Patchway** and Winterbourne having 24 staffed hours

That libraries would also be grouped in geographical clusters to allow a range of opening hours on different days to maximise access between sites as follows:

Thornbury, Winterbourne and Yate

Bradley Stoke, Filton and Patchway

Downend, Staple Hill and Emersons Green

Cadbury Heath, Hanham and Kingswood

To offer further access opportunities in libraries, a proposal to introduce an Open Access service, whereby members can use their library card and personal pin number to operate a door entry system to use the library outside of staffed hours, every day of the week. Used extensively in Denmark and now in many libraries in England including, Peterborough, Brighton and Hove, Barnet, Trafford, Norfolk, Wiltshire and shortly in Gloucestershire and Bristol. Those wishing to make use of this service would have to meet certain terms and conditions and have an induction on use of the space and self-service equipment such as pcs. CCTV would be in operation throughout. Open Access is currently being put into Bradley Stoke Library as part of the leisure centre's major refit. The idea now is to consult with the public on its suitability for all libraries.

That provision of the mobile library service would cease, replacing this instead with the set-up of 10 Community Library collections where a quantity of stock would be refreshed on a monthly basis, housed in community venues accessible to all. This would be run by volunteers who would use software to manage use of the stock, act as a meeting point for people to reserve books and support housebound and other users.

That staffing of Chipping Sodbury Library would end but that all building, IT and stock costs would be met by the Council. Run by volunteers but with liaison from the local librarian.

To reduce the book budget by £81k but introduce a new stock rotation system that looks at supply

SOUTH GLOUCESTERSHIRE COUNCIL

and demand of stock by library, moving it around as necessary. (Inclusion of Dorset and Poole into the LibrariesWest consortium has increased book stock availability to 3 million items offsetting local budgetary pressures).

To continue to work with Town and Parish Councils on ways to raise more funding locally.

Discussion followed on all of this especially noting that the survey asks for opinions of pattern of opening hours and use of Open access for those who currently don't use the service due to personal circumstances.

Consultation started on October 10th for ten weeks lasting until January 2nd on line or by printed surveys in libraries and other venues. Community Engagement Forums and the like will be visited and staff consultation will follow alongside. Two public consultation sessions are also being held at Yate Library on November 1st and Kingswood Library November 10th.

A final decision and report will be published in February with organisational changes starting October 1st 2017.

Full information on the consultation can be found on the Council website at www.southglos.gov.uk/librarychanges

6. Librarian's Report including Summer Reading Challenge Game and Discover Festival

Librarian's report discussed. Positive news, an increase in visitor numbers, numbers attending rhymetimes and storytimes and use of public computers. Good participation in the Summer Reading Challenge "The Big Friendly Read".

As part of the Time4Reading campaign Patchway Library hosted 2 workshops by author Katy Krump for Patchway Community College. See www.southglos.gov.uk/time4reading

Patchway and Staple Hill libraries are hosting Creative arts courses and creative cafés. Patchway Library's courses are held on Tuesdays. For more information or to register go to <http://www.southglos.gov.uk/leisure-and-culture/libraries/recommended-booklist/remapping-project/>. Suggestion that these courses are publicised within the Patchway Hub to people who use the NHS services.

7. Any other business:

Members of the group raised concerns about the timing of notifications for items they have reserved (the email notification that the item is in the library arrives before the item is in the library). This will be passed to our IT team.

Request by group to publicise the plasma screen is in Patchway Library more widely.

Print release is available on one kiosk, will it be made available on both kiosks?

The Filton and Patchway Community Engagement Forum (CEF) will be at 7pm, Wednesday 14th of December 2016 at Filton Pavilion, Elm Park. For further information see the website.

SOUTH GLOUCESTERSHIRE COUNCIL

<http://www.southglos.gov.uk/community-and-living/stronger-communities/community-engagement-forums/>

Martin will be attending to promote the library consultation.

“[Libraries Deliver: Ambition for Public Libraries in England 2016-2021](#)” sets out a vision of each library having seven main purposes: culture and creativity, reading and literacy, digital literacy, economic growth, community role, learning, health and wellbeing. The final strategy document due in the summer of 2016 has not yet been published due to changes in the British government. The current Secretary of State for Culture, Media and Sport is the Rt Hon Karen Bradley MP, libraries are in her remit.

The South West Reading Passport 2016: Book to the Future: this year we aim to encourage readers to enjoy new authors, discover more about decades past, or re-discover favourite reads. For every decade you read a title from, we will stamp your passport. If you receive a stamp for every decade featured in the passport, you are eligible to enter our prize draw to win a suitcase full of books. To find out more visit <http://readingpassport.literatureworks.org.uk/>

8. Date of next meeting

Meet at Patchway Library at 6.45 pm to start at 7pm, Wednesday 22nd February 2017