

## SOUTH GLOUCESTERSHIRE COUNCIL

### Filton Library Users' Group Meeting Minutes Tuesday 13<sup>th</sup> June 2017, 6.00 pm at Filton Library

**Present:** Sue Lonsdale (Chair), Chris Etheridge, Jane Tozer (Vice Chair), Alicia Webster, David Bell, John Abraham (Operations Manager), Clare Fletcher (Librarian).

**1. Public Session:** none

**2. Apologies:** Christine Harris, Jill Freeguard, Cllr Anne Kenyon, Brian Freeguard,

**3. Correspondence:** None

**4. Matters arising from minutes of the meeting in March 2016:**

The delayed strategy document for English Library authorities for 2016-2021 the Library Ambition Report was published by DCMS December 2016. South Gloucestershire Library Service will look at implementing the 7 objectives from autumn 2017.

Karen Bradley, is the current Secretary of State for Culture, Media and Sport. The "Libraries Minister" Rob Wilson, served as Parliamentary Under Secretary of State at the Department for Culture, Media and Sport from July 2016 until June 2017 when he lost his seat for Reading East in the general election. The new minister is John Glenn.

A collection of classics will be circulated between the libraries starting at Filton in June.

**5. Library Service review update and consultation plans**

Staff consultation on the HR aspects of the Library Service Review ended on in the middle of May and hundreds of comments were received. This all now goes forward in preparation of the Director's decision report due later this month. If all goes to plan the next stage is interviewing for the managers' posts and then fitting in all the library assistants to the posts available in the new structure.

**Open Access:** Libraries will be closed to install Open Access – dates will be confirmed week beginning 19<sup>th</sup> June but it is envisaged that each library involved will be closed for a fortnight.

To use Open Access library members need to undertake a short induction session, which details services available, emergency procedures and how to report faults. Once a member of public has had an Open Access induction in one branch we recommend they have the inductions in other branches they wish to use so that they are aware of local procedures and emergency exits.

Discussed use of public computers and extending time during Open Access.

Suggestion to do outreach work with SGS College to encourage them to join the library and inform students about Open Access at Filton.

**Replacement of the mobile** our first community library collection has now started at Marshfield Community Centre running in tandem with the mobile library and has a collection of 400 volumes that will be refreshed regularly. Local volunteers have received training in data protection and use of mobile circulation software to issue, return and renew books and all is going well.

Meanwhile, several councillors have shown an interest in buying into a fortnightly morning mobile service from North Somerset.

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**Chipping Sodbury Library** a service level agreement is being drawn up to take up the proposal to run the library with volunteers led by a local management board.

### **6. Future of Library User Groups:**

With the changes to staffing and the library service in October 2017 there is a need to examine the format, frequency and purpose of the Library User Group meetings. All library user groups will be consulted and ideas summarised. As libraries will be arranged in four geographic clusters each led by a librarian:

- Bradley Stoke Library, Filton Library, Patchway Library
- Thornbury Library, Winterbourne Library, Yate Library
- Downend Library, Emersons Green Library, Staple Hill Library
- Cadbury Heath Library, Hanham Library, Kingswood Library

There needs to be some discussion around format and frequency to make the best use of staff time and to increase participation and raise profile of the service

Discussion points:

How many meetings per cluster each year?

Suggestion to rotate meetings between branches in a cluster.

How to encourage wider public participation and retain existing Library User Group members.

Concerns that people would not travel to different branches for meetings.

Discussion around timing of meeting (morning, afternoon, evening) to allow more people to attend.

Format of meetings –formal with agenda / more informal with topics for discussion.

Fewer higher profiled meetings/gatherings.

Open day/evening idea.

Gathering feedback: use post-it notes or a board to write down ideas. Give out cards with topics on

and allow people to work in groups to discuss. Comments box. Suggestion to talk to South

Gloucestershire Council consultation team on ways to engage meaningfully with the public.

Suggested names from meetings to encourage people to engage – ‘Library Talking’, ‘Library Matters’, ‘Library Natters’, ‘Library Workshop’, ‘Library Friends’, “Coffee and chat”.

Would minutes or notes be taken at the meetings?

Having topic for discussion might draw people in (possible topics: October information about the new library service. April review of library service since implementation in October).

Clarification sort on process of how change will be implemented and dates on when changes will take place. Will existing Library User Groups have a last meeting if that is the proposal going forward?

Suggestion to serve refreshments.

Notes and suggestions to follow.

**7. Librarian’s Report:** Lots of activities and events have been held at Filton Library, staff are looking forward to the Summer Reading Challenge: Animal Agents. Any closure in the holiday season will affect participation and the public will be kept informed as we go forward with any building works.

### **8. Any other business:**

South West Region for Readers is a project to engage people in shared reading and an exciting opportunity has arisen to become Volunteer Reader Leader at Patchway, Staple Hill or Cadbury Heath Library as part of a project between The Reader, 6 South West Library Services and Literature Works.

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Meetings to find out more about the project and to volunteer to be a Reader Leader:  
Cadbury Heath Library – Friday 16 June 10.30am – 12noon  
Patchway Library – Tuesday 27 June 10.30am – 12noon  
Staple Hill Library – Tuesday 27 June 2 – 3.30pm

For more information contact:

Samantha Weaver - [samanthaweaver@thereader.org.uk](mailto:samanthaweaver@thereader.org.uk) / 07812 238 532

The proposals from Bristol have been published regarding their library savings.

See link for information on the consultation which is open for 12 weeks, closing on Tuesday 5 September 2017:

<https://www.bristol.gov.uk/council-spending-performance/your-neighbourhood-consultation-2017>

The main point to note being that there is a proposal to reduce the number of service points from 27 to 10, which would see our library service providing more staffed hours in comparison.

**8. Date and time of next meeting:** Pencilling in 6pm at Filton Library

Tuesday 10<sup>th</sup> October 2017 – Annual General Meeting, pending any decision on how we move forward with Library User Groups.