

HIGHAM FERRERS LIBRARY

Town Council Meeting

28th November 2017

PURPOSE

To receive an update on the future of Higham Ferrers Library.

DETAILS

The Town Clerk and Cllr D C Lawson MBE attended a meeting at Wellingborough Library on 20th November where the County Council outlined their view on Community Managed Libraries (CML), which is option 1 under the consultation proposals.

The definition of Community Managed Library is one which is supported by NCC but where the management of the provision is undertaken by the Community.

NCC will provide:-

- Initial package of support.
- Professional advice
- IT system and computers
- Library Management Systems
- Stock Collection
- Training for Volunteers.

They will not provide staff or premises.

Customers of the library will still have access to stock and can reserve books from across the county network. They will be able to borrow and return books from any library. All fees will be the same across all libraries.

SERVICE LEVEL AGREEMENT.

The service level agreement will include the following clauses:-

- Initial period of 2 years
- Renewable in 2 year periods
- 6 months notice
- Rules around resources used
- Level of resources
- Insurance and indemnities and legal obligations
- Arrangements for Freedom of Information
- Arrangement for Data Management
- Safeguarding duties
- Dispute Resolution
- Complaints Procedure

RESOURCES

- 85% of current stock level will be maintained.
- 300-400 new books each year.
- Opportunity to develop library stock specification.
- Fixtures, fittings and furniture included.
- Self -Serve terminals.
- Networked computers and public Wi-Fi.
- Method of contacting other libraries at no cost.

OPERATION AND MANAGEMENT

CML would have to:-

- Encourage adults and children to participate.
- Open a minimum of 12 hours a week.
- Charge fees in line with other libraries.
- Share data on usage of library and visitor numbers.

CML will:-

- Collect and retain own income.
- Develop own income streams.
- Invest in a networked printer if required.
- Have own banking arrangements.
- Access s106 monies where available. (for capital use)

PROPERTY

There is an option to lease or purchase the current building. NCC is currently obtaining up to date market valuations.

GENERAL

- There is no requirement for paid staff.
- Volunteers will need basic data management training.
- Detailed volunteer guide will be made available.
- DBS checks would need to be undertaken by CML if required.

NEXT STEPS.

- Informal Expression of Interest . **13th January 2018**
- NCC Decision - **22nd February 2018**
- Formal Expression of Interest . **By end of March 2018**
- SLA will be drafted and agreed between **1st May and 30th September 2018.**
- After that time libraries will close.