

Libraries update on opening hours, volunteering and the Local Studies Library

SUMMARY

- 1.1 Library opening hours were last changed in January 2012. However by working closely with the Leisure and Cultural Development Team some increase in opening hours may be possible in autumn 2013 for five libraries. This is as a result of the b – You Live Well Health Hubs being delivered from these libraries, which also provides the funding for any changes through the project.
- 1.2 Volunteers provide significant and growing support for library services; their contribution spans a large number of activities that supports the service delivery.
- 1.3 Preparation and planning is underway to relocate the Local Studies Library to the former Magistrates' Court on Full Street.

RECOMMENDATION

- 2.1 To note the recent and upcoming Libraries developments outlined in this report.

REASONS FOR RECOMMENDATION

- 3.1 To provide an update on current progress in the areas that was requested by the Board.

SUPPORTING INFORMATION

Opening hours

- 4.1 The current library opening hours were agreed by Cabinet on 13 December 2011 and introduced from 23 January 2012. The Central Library is open 33 hours per week; Tier 2 libraries are open 26 hours per week and Tier 3 libraries are open 20 hours per week. Opening times for each library are shown at Appendix 2.

- 4.2 The December 2011 cabinet report included a recommendation to carry out a customer survey on the opening patterns at each library. This would not seek views on a library's total number of opening hours – which are fixed by the budget available – but would instead see if any adjustments to the days and times it opens would improve accessibility.
- 4.3 Library officers have agreed a draft survey methodology with colleagues from the Council's Policy Research and Engagement team. The implementation of this will be reviewed once decisions on the Council's budgets are known.
- 4.4 Five libraries – Mackworth; Pear Tree; Alvaston; Sinfin and the Phillip Whitehead Memorial Library, Chaddesden – are located in parts of the city that are a priority for the b –You Live Well Health Hubs that are being delivered by Leisure and Cultural Development over the next 3-5 years. A number of b-You activities and initiatives will be delivered from the libraries, which will all be branded as b-You Live Well sites. The collaboration between the Libraries service and b-You offers a number of potential benefits to both parties, including the potential to extend some library opening hours for the lifetime of the project, whilst also enabling access to key communities in the city to deliver health improvements.

Volunteers

- 4.5 The December 2011 cabinet report that set current library opening hours also recommended an initiative to restore some of the hours that were being cut by developing a volunteer initiative. Officers have undertaken some preliminary work to explore how this initiative might be piloted. The implementation of this will be reviewed once decisions on the Council's budgets are known.
- 4.6 More generally, use of volunteers to support library services is growing steadily. During 2012/13 a total of 4,354 hours of volunteer support was recorded for libraries. During the first three months of 2013/14 the number of hours recorded was 1,680, a very significant increase over last year.

- 4.7 Volunteers provide support in a number of ways including –
- Shelving returned books, and shelf tidying
 - Demonstrating and supporting library customers in the use of self-service technology
 - Running / helping at Cradle Clubs
 - Supporting the Summer Reading Challenge and other children's events / initiatives
 - Delivering books to housebound people and helping out in the Access Services back office
 - Running coffee mornings
 - Maintaining library gardens
 - Helping out with promotional initiatives such as leaflet drops
 - Supporting the re-cataloguing of Local Studies material / creation of a comprehensive online catalogue in time for the move to the former Magistrates' Court
 - Supporting job clubs
 - Delivering ICT taster sessions

Local Studies library

- 4.8 The Local Studies Library stores, maintains and provides public access to information relating to Derby and the surrounding area. It delivers a service for researchers seeking information about the city and local region and also offers a number of resources for family historians. The library is currently located on part of the ground floor of the St Mary's Gate building, but in order to allow the site to be regenerated it needs to relocate to new premises.
- 4.9 The Council has agreed that the Local Studies Library should be moved to part of the former Magistrates' Court Building on Full Street which the Council is redeveloping. The publicly accessible part of the library – the study room – will be located in one of the court rooms on the first floor. The former Magistrates Court is a Grade 2 Listed building, and as well as offering an attractive ambience for historical research, locating the public-facing part of library here will enable continued access to one of the building's most architecturally significant areas.
- 4.10 Other parts of the central courts area on the first floor will be converted into storage and staff work areas. Further space to store library stock will be allocated in one wing of the first floor, and overspill storage will be available on part of the ground floor. This includes the old court cells, at least one of which will be retained in its current condition as an example of their original use.

- 4.11 Discussions are continuing between the Council and the contractor about the details the Magistrates' Court building refurbishment, and these will determine the timing of Local Studies Library relocation. It is expected that the building will become available in late summer 2014. Meanwhile planning and preparation for the move is underway. The packing, unpacking and re-shelving in a retrievable manner of over 60,000 items, many of which are old and fragile, and which vary in size and format, will be a lengthy and complex process and it is expected that the Local Studies service will have to be suspended for several months while this is carried out.

OTHER OPTIONS CONSIDERED

- 5.1 None in relation to this report.

This report has been approved by the following officers:

Legal officer Financial officer Human Resources officer Estates/Property officer Service Director(s) Other(s)	Claire Davenport, Director of Leisure and Culture
For more information contact: Background papers: List of appendices:	David Potton 01332 641719 david.potton@derby.gov.uk None Appendix 1 – Implications Appendix 2 – Library opening hours

IMPLICATIONS

Financial and Value for Money

- 1.1 None arising from this report

Legal

- 2.1 None arising from this report

Personnel

- 3.1 None arising from this report

Equalities Impact

- 4.1 None arising from this report

Health and Safety

- 5.1 None arising from this report

Environmental Sustainability

- 6.1 None arising from this report

Property and Asset Management

- 7.1 Library buildings are a key asset of the Council and the collaboration with the b You Live Well Project provides improved utilisation of five libraries

Risk Management

- 8.1 None arising from this report

Corporate objectives and priorities for change

- 9.1 The libraries link with the b-You Live Well Health Hubs helps meet the Council Plan objectives – good health and wellbeing, safer communities and an active cultural life, which is also supported by the relocation of the Local Studies Library.

Opening hours at each library from 23 January 2012

TIER 1 Open 33 hours a week

		opening time	closing time
Central	Monday	10am	5pm
	Tuesday	10am	7pm
	Wednesday	CLOSED	
	Thursday	10am	5pm
	Friday	10am	5pm
	Saturday	10am	1pm

TIER 2**Open 26 hours a week**

		opening time	closing time
Allestree	Monday	CLOSED	
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	7pm
	Friday	10am	5pm
	Saturday	10am	1pm

Alvaston	Monday	CLOSED	
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	7pm
	Friday	10am	5pm
	Saturday	10am	1pm

Blagreaves	Monday	10am	7pm
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	5pm
	Friday	CLOSED	
	Saturday	10am	1pm

Chellaston	Monday	CLOSED	
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	7pm
	Friday	10am	5pm
	Saturday	10am	1pm

Local	Monday	9.30am	1pm
	Tuesday	9.30am	1pm
	Wednesday	CLOSED	

		opening time	closing time
Mickleover	Monday	CLOSED	
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	7pm
	Friday	10am	5pm
	Saturday	10am	1pm

Pear Tree	Monday	10am	5pm
	Tuesday	CLOSED	
	Wednesday	10am	7pm
	Thursday	CLOSED	
	Friday	10am	5pm
	Saturday	10am	1pm

Sinfin	Monday	10am	7pm
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	5pm
	Friday	CLOSED	
	Saturday	10am	1pm

Spondon	Monday	10am	7pm
	Tuesday	10am	5pm
	Wednesday	CLOSED	
	Thursday	10am	5pm
	Friday	CLOSED	
	Saturday	10am	1pm

Thursday	9.30am	7pm
Friday	9.30am	4pm
Saturday	10am	1pm

TIER 3**Open 20 hours a week**

		opening time	closing time
Allenton	Monday	1pm	5pm
	Tuesday	CLOSED	
	Wednesday	10am	7pm
	Thursday	CLOSED	
	Friday	1pm	5pm
	Saturday	10am	1pm

		opening time	closing time
Mackworth	Monday	10am	5pm
	Tuesday	1pm	7pm
	Wednesday	CLOSED	
	Thursday	1pm	5pm
	Friday	CLOSED	
	Saturday	10am	1pm

Phillip Whitehead Memorial Library, Chaddesden Park	Monday	CLOSED	
	Tuesday	10am	7pm
	Wednesday	1pm	5pm
	Thursday	CLOSED	
	Friday	1pm	5pm
	Saturday	10am	1pm

Springwood	Monday	CLOSED	
	Tuesday	1pm	5pm
	Wednesday	10am	7pm
	Thursday	1pm	5pm
	Friday	CLOSED	
	Saturday	10am	1pm

Derwent	Monday	1pm	5pm
	Tuesday	1pm	5pm
	Wednesday	CLOSED	
	Thursday	10am	7pm
	Friday	CLOSED	
	Saturday	10am	1pm