

CENTRAL SWINDON NORTH PARISH COUNCIL

Parish Adoption of Libraries

2nd August 2017

1. Introduction

In March 2017 the Parish Council resolved to adopt the management of the four community libraries from Swindon Borough Council when the Council cease operating the service from 1st September 2017.

The Libraries to be adopted are the Even Swindon Library in Even Swindon Community Centre, the Moredon & Rodbourne Cheney Library in Church Walk North, the Pinehurst Library in Pinetrees Community Centre and the Penhill Library in John Moulton Hall.

2. Report Details

The leases for both the co-located sites and the stand alone site will be agreed on the same terms as for the Pinetrees Community Centre. This lease requires Swindon Borough Council to perform external maintenance and internal compliance checks. The Parish Council will be responsible for management such as stock and staffing, utilities & internal repairs such as toilets/lighting etc.

The amended opening times as outlined in the Leisure & Amenities committee have been confirmed as follows. Alterations were requested by the councillors outlined.

Pinehurst Library

Monday 10.00am -2.00pm
Tuesday 2.00pm to 6.00pm
Thursday 10.00 am to 2.00pm
Saturday 10.00am to 1.00pm

Penhill Library

Tuesday 12.00am to 6.00pm AMEND K PARKER
Friday 10.00am to 4.00pm
Saturday 10.00am to 1.00pm

Moredon Library

Monday 2.00pm-5.00pm
Tuesday 10.00am -1.00pm
Thursday 2.00-5.00pm AMEND P EXELL
Friday 10.00am -1.00pm
Saturday 10.00am to 1.00pm

Even Swindon Library

Monday 10.00am -1.00pm
Wednesday 1.00pm-5.00pm
Thursday 2.00pm-7.00pm
SATURDAY 10.00-1.00 AMEND K SMALL*

*Awaiting confirmation from Clifford that the key is available to open the side entrance as centre closed.

Andy Reeves, Hannah Morgan & Cllr John Ballman met with SBC offices on August 2nd 2017 to prepare the handover plan.

SBC Agreed to continue with ICT support and provide hardware until the Parish Council are able to replace with their own equipment. This includes Wifi.

SBC will put up interim notices on August 11th advising of the changes of management. The Parish Manager will in turn prepare Parish notices advising of the change of hours. Library user data will also be used to advise of the changes by email via SBC.

The infrastructure project to upgrade hardware and implement the transitional funding will now begin.

3. Recommendation

- 3.1** That Councillors agree to a six monthly review of the proposed hours and make recommendations through the Leisure & Amenities Committee as to whether these hours need to be changed in future years.
- 3.2** That the Parish Manager obtains from SBC a detailed summary of usage by December 2017 and quarterly therein. The summary will monitor library usage and will be presented this to the Leisure & Amenities committee with a view to making changes to the Service Level Agreement with SBC.
- 3.3** That Councillors agree that SBC should forward a representative on a quarterly basis to update Councillors on delivery, usage & non compliance.
- 3.,4** That the Parish Manager notifies Library users of potential closures/disruption to service during infrastructure upgrades.