

Libraries Partnership Board Meeting
21st January 2018, 2pm-4pm
Central Library
Meeting Minutes

In attendance:

Members

Lynton Green – WBC – Director of Corporate Services
Eleanor Blackburn – WBC – Head of Strategic Partnerships and Commissioning
Cheryl Siddall – LiveWire and culture Warrington, People, Performance and Resources Director
Wendy Molyneux - LiveWire -Strategic Library Manager
Amanda Juggins – WBC - Business Intelligence Manager
Gary Borrows – Save Warrington libraries
Cllr. Joan Grime – Friends of Culcheth Library
Emma Hutchinson – Managing Director of LiveWire and culture Warrington

Board Support

Garry D'Arcy (GD) – WBC, Partnership and Commissioning Officer

Guests

See Appendix one

	Actions
1. Welcome	
Apologies	
Steve Cullen - CAB Jane Forshaw- Friends of Penketh Library	
<ul style="list-style-type: none">• Introductions were made by each member of the board	
Minutes and matters arising	
PL would like to add that the following word that was missed off the previous minutes:	
<ul style="list-style-type: none">• library strategy needs to be added taken into libraries and the emphasis should be on local needs	GD
matters arising from the previous minutes	
<ul style="list-style-type: none">• CS informed the meeting that Health and safety risk assessments will be revisited with each library and used as part of any inductions for groups using the library for events rather than sharing with each library friends groups.• CS gave feedback on UC application access via library PC's, appropriate notices will be placed in all libraries	CS CS

2. Library Building updates

Birchwood

- Architects have been commissioned to draw up plans to develop 3 options for developing the tennis centre into a Community Hub, which would include the library moving into the building.
- The benefit of this would be savings to the library running costs as well as improving the library offer, in addition to this it will develop a bigger leisure offer in the same building.
- At the next meeting the options including drawings will be presented to the board meeting

Burtonwood

- The post office is doing well with a significant increase in footfall with lots of new users.
- The planned car park extension is now underway which is being paid for from a separate fund and is not as part of the Libraries £1,000,000 fund.

Culcheth

- WBC and LiveWire are supporting the working group to develop their library business case.
- The needs assessment is being updated to show the need for the business case.
- The library development has been placed on the preferred development section 106 list.
- The Parish council is looking to contribute £8000 rent for office space for the 19/20 financial year with the possibility it could contribute in 20/21.
- The possibility of construction of a 2 floor building which would include the relocation of Culcheth Community Centre, with the sale of the community centre land to support the cost of the building.
- As part of this process a quality and community impact is taking place.
- One issue that would have to be resolved is car parking on the current library site where the new building would be built.
- The business case would have to take into account how would it be funded, how would it be sustained once open.
- Whilst this process is taking place there are plans to look at the parish council moving in earlier.
- A new boiler is required for the library due to the inability to repair the current boiler

Padgate

- Padgate library income opportunities are more challenging due to the number of facilities already in Padgate.
- Plans are being looked at to talk to the school about renegotiating the rent that is being paid by LiveWire for space managed by the school.
- A new management team have taken over the academy CS and MP will be having conversations to look at all options for the library and the academy in relation to the building and relationships going forward.
- The friends group will be writing to the school over their concerns with the current issues with the school.
- Parish council in principle have offered £2000 towards costs in the library.
- Friends group are moving forward with activities and the business case as well as the relationship with the school
- EB talked about the need to make improvements to the kerb appeal with the entrance to the library not very inviting and could pose a health and safety risk.

Penketh

- An interest for a café offer from a local company came forward for the library, building services were asked to look at what it would cost to prepare the building for the café to be fitted out, and the cost came back prohibitive at £128,000. In light of the amount of money it is going to need just to bring the building up to safe, warm and dry it was felt that it would not make financial sense take the café forward.
- The local area masterplan is being looked at again by the parish council and feedback from this and from the parish council is needed before moving forward. The masterplan will include all of the council owned buildings on the site and potentially the youth centre.
- The council is awaiting a meeting with the parish council for feedback on next steps

Action - EB to look find out who owns the building that houses the youth club.

Action - It was agreed that EH to speak to Sport England about swimming funding for the site.

- It was suggested that it is now 2 years down the line and nothing has happened with the original masterplan, would it take as long going forward for a new masterplan, LG has assured the meeting that it will be much quicker this time.

**EB
EH**

Stockton Heath

PL gave feedback from the recent public engagement on the plans for the library

- The feedback was very positive that the library is staying open and a general excitement for the plans for refurbishment
- A number of negatives expressed was the size of the new reception desks, as well the possibility of any book reductions leaving less choices.

EB talked about the tender process and giving the current timetable for the whole process

- Tender Documents going out early February
- Preferred contractor on site April
- Library to reopen in early July

Westbrook

- No update on next steps with Library awaiting future plans from Asda for whole site
- LiveWire looking to develop friends group for the library with a social media campaign underway to look to interested residents getting involved

Central Library

- Ongoing conversations are taking place about potential investments for central Library
- Funding streams are very competitive at the minute due to current climate with lesser amounts of money to bid for.
- In the meantime LiveWire and Culture Warrington will be making some internal changes to the building using monies from their own budgets and external funding, this is to encourage better footfall through the library and museum in the building.
- Joint training programmes for library and museum staff to upskill staff members.
- Cross programming to encourage more people to use all of the building.
- New marketing and branding around the building with a future relaunch of building
- New signage and way finders to be introduced in the town centre.
- All changes to be achieved by summer 2019.
- Most of the changes are small so can be achieved with small closures, which will planned in so as not to be at same time as Stockton Heath library.

<ul style="list-style-type: none"> Funding is being sought for delivery of new activities alongside seeking business sponsorship. Concern was expressed that the library could be relegated by putting new plans in place before the strategy A question was asked whether or not the library strategy should be approved before the library offer is produced. The library offer is being developed in line with the draft strategy and will be further refined as the strategy progresses. The aim is to improve the library offer. PL asked where Central library fits within the wider library service and should the branded be set with central first then all libraries to follow? Should specific branding be developed to outline its importance? Should Central Library be a specialist? CS informed the meeting about a survey being completed by Libraries Connected which is looking at how libraries should look. It was suggested that Central Library should be working with schools more, a new post has been created to work directly with schools. 30 dedicated volunteers are currently digitalising all the archives with plans to digitalise artefacts in the future. 	EH
<p>Action – EH - develop a written plan with imagery about the development for Central Library for the next partnership board meeting.</p> <ul style="list-style-type: none"> EB talked about the new Cultural Framework which will include plans for asset improvements. <p>3. <u>Library Strategy update</u></p> <ul style="list-style-type: none"> EB informed the meeting of the changes to section 3 and 4 of the draft strategy which also includes 6 strategic aims with further detail on what will be measured. The current draft strategy with the changes will be the version that will be going out to public consultation. The consultation will be for 6 weeks and will finish on the 8th March Feedback from the consultation will be brought to the next library partnership board meeting on the 20th March, with final version to be taken to the Executive board of the council. GB informed the meeting of 2 initiatives taking place nationally, 1. A review has been announced looking at 2013 library universal offers which reports soon. WM fed back that the review is not to change the 6 library pillars from 2013 so will not affect current delivery model. 2. A national framework for public libraries is being produced. Both pieces of work/ learning need to be taken into account for the strategy. EB feels that the strategy should not be held up by these pieces of work and changes could be made at a later date to incorporate any learning, but the current draft strategy does reflect the six library offers and it is in our gift to make changes to strategy where needed. CS felt that the strategy should have more of a Warrington focus. EB thought it would be important in the strategy to reflect what success would look like in the strategy and a delivery plan will follow on from the final strategy document. PL said he felt that Central Library is vague in the strategy and needs to be included and referenced as more than just a hub. He also feels that the whole library service needs to be promoted as one. EB advised that conversations are needed with partners about what they can contribute to delivery of the strategy, an action plan would need to include partner 	

<p>contributions.</p> <ul style="list-style-type: none"> • GB would like to see some leverage with schools to get them involved in a bold strategy and the plan would need to include what capacity partners could provide. 	
<p>4. Contributions from the public gallery</p> <ul style="list-style-type: none"> • No further contributions 	
<p>5. A.O.B</p> <ul style="list-style-type: none"> • For the next partnership board meeting it was asked if the current spend on the book fund could be brought 	CS
<p>6. Date of next meeting</p> <p>20/03/2019 2.00pm till 4.00pm, venue Birchwood</p>	

Appendix 1

NAME	ORGANISATION
Kate Goerner	LiveWire
Albert Hartley	PADFOL
Linda Riley	PADFOL
Howard Cockcroft	PADFOL
Andrew Mortimer	FOCL
Fiona Barry	FOCL
Janet Rawsthorn	PADFOL
Catherine Fortune	PADFOL
JE Billington	Culcheth Resident
Marian Wood	PADFOL
Susan Morris	LiveWire
Jane Borrows	SWL
Janet Evans	FOCL
Christine Smith	Friends of Culcheth Library
Chris Griffin	LiveWire
Mary Ross	FOPL
Matthew Entwistle	LiveWire
Chris Everett	LiveWire
Aran Dhillon	Warrington Guardian