

**BRAUNSTONE TOWN COUNCIL**

**OFFICER DECISION TAKEN UNDER DELEGATED POWERS**

**FUTURE LIBRARIES – REGISTRATION OF INTEREST (BRAUNSTONE TOWN)**

**14<sup>th</sup> January 2015**

**Background to the Decision**

Following the decision by Leicestershire County Council on 19<sup>th</sup> November 2014 to invite communities to take over the running of 36 County Libraries, including Braunstone Town Library, the Town Council consulted with the Town's Citizens' Advisory Panel on Thursday 4th December on potential options for the Library Service. The Citizens' Advisory Panel supported a proposal to create a combined public services facility for the Library and Braunstone Customer Service Shop. These proposals were presented to Policy and Resources Committee on Wednesday 17th December 2014 where they were approved as the Town Council's preferred model.

**Authority for Decision**

Policy and Resources Committee gave delegated authority to the Executive Officer and Town Clerk, in consultation with the Leader, to submit a formal expression of interest to Leicestershire County Council, in accordance with their procedure for registering an interest in running a Community Partnership Library, to run Braunstone Town Library based on the Combined Public Services Facility model (Policy and Resources Committee, 17<sup>th</sup> December 2014, Report Reference 4, Resolution 2a).

**Alternative Options Considered and Rejected**

No alternative options were considered, the expression of interest must comply with the model adopted by Policy and Resources Committee.

**Decision**

That the Registration of Interest, attached as Appendix 1, be submitted to Leicestershire County Council as the Town Council's expression of interest for running Braunstone Town Library.

Approved By:



Darren Tilley

Date: 14<sup>th</sup> January 2015.

**Reasons for Decision**

To enable the model approved by the Town Council to be expressed in a formal registration of interest, in accordance with the approved Leicestershire County Council procedure.

**List of Background Documents**

- Leicestershire County Council, Community Partnership Libraries Information Pack (Part 1-A).

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

# Appendix 1

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## Registration of Interest Form

Form to register an initial interest in running a community partnership library – One form for each library

Please supply and complete the following information as soon as possible to register your interest in running a community-managed library from existing library premises or providing a library service from alternative premises.

A. Name of Applicant:

B. Proposed Organisation type (e.g. limited company, Community Interest Company, unincorporated organisation)

C. Contact Name for correspondence

D. Phone/Email

E. Address

Name of library in which interested:

**Please answer the following questions:**

1. Give a description of your proposals (up to 1000 words). Include information on additional services that you intend to provide or changes in opening hours, partners or organisations that you may share the building with etc.

2. Explain how you have involved or are planning to involve the Community in developing your proposals (up to 500 words)

3. Explain how you intend to staff and manage the service and what steps you have taken or intend to take to recruit staff (up to 500 words)

4. Explain how you propose to secure financial sustainability for the service and what steps you have taken or intend to take to do this (up to 500 words). Include examples of the assumptions you have made about sources of income, expenditure income cash-flow estimates etc.

5. Please confirm that you are intending to use County Council book-stock in accordance with the guidance outlined in Part 1A Appendix 2. Note that if you are not intending to do this then your registration of interest will not be accepted.