

SELECT COMMITTEE REVIEW PLAN

Overview and Scrutiny



SELECT COMMITTEE TOPIC

PLAN FOR LIBRARIES

Raised by -

Place and Corporate Overview and Scrutiny Panel

Date -

February 2017

Purpose of Review

Plymouth City Council has a statutory duty under the Public Libraries and Museums Act 1964 to provide 'a comprehensive and efficient library service'. There are currently 17 public libraries in Plymouth providing different levels of service, opening hours and staffing. The Plan for Libraries sets out a proposal for the future of the library service which is available to review here.

This Select Committee review aims to scrutinise the current provision in the city and hear from both members of the public, partner agencies and councillors on the future of libraries in Plymouth.

During this review the Select Committee will assess –

- How library services will be positioned to deliver against priority outcomes for communities
- How digital opportunities will be delivered and supported
- The analysis of need for the current and proposed library provision
- Understanding current cost and performance of the library service
- User, community, partner and stakeholder engagement throughout the consultation process.

Select Committee Membership

Councillor Bowie, (vacancy Conservative) , Churchill, Carson, Kelly, Martin Leaves, Jon Taylor (Substitute Morris), Winters, Sparling, Hendy and Bridgeman

Process

Methodology/Approach

Witnesses

Stakeholders will be invited to put forward views in written submissions and indicate whether they wish to stand as witnesses.

Witnesses will be invited to speak for 5 minutes and then answer questions from members of the Committee for ten minutes.

Councillors

Councillors will be invited to speak for 5 minutes and then answer questions from members of the Committee for ten minutes. Timings will remain subject to the level of councillors who wish to speak and may be shorter.

Cabinet Member and Officers

One session, to be webcast, The Cabinet Member for Culture, supporting Officers and any other person the Cabinet Member deems necessary will

	attend the committee. The Cabinet Member will make a report and be subject to questions from the committee. The Committee will then make its final recommendations.
Sources of Information/Evidence	<ul style="list-style-type: none"> • Plan for Libraries • Plan For Libraries (Summary Document) • Needs Analysis for all Libraries currently operating • • Equalities Impact Assessment • Consultation Feedback (Independent Report)
Consultation Exercises	Report from the Plan for Libraries Consultation Exercise will be provided to members of the committee before the fourth session.
Witness/Expert Participation	Witness will be through an open call for evidence hosted on the local authority webpages.
Resource Requirements	Will be met through existing scrutiny resources.

Post Review

Reporting Process	The Committee will make recommendations directly to the portfolio holder. The recommendations will be published as a report through the committee management system and made available on the City Council's website.
Agenda Deadline	Tuesday 2 nd May 2017
Anticipated Completion Date	Friday 19 th May 2017
Draft Report Deadline	Friday 26 th May 2017 (recommendations to be provided earlier for consideration by the Cabinet Member)
Meeting Frequency	N/A
Dates of Meetings	15 May 2017
Further Information	N/A