

<b>1</b>	<b>What is the proposal?</b>										
<p>The proposal is for the Council to stop providing play activities at Edgewick Play Centre and Eagle Street Play Centre – both located in Foleshill. There is a need for additional early learning places in the Foleshill area for 2, 3 and 4 year olds and so the preferred alternative use of the building is for a nursery provider to deliver provision from these buildings.</p>											
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>										
<p>Conversations with voluntary sector providers would enable an improved understanding about the potential for the buildings to be used to;</p> <ul style="list-style-type: none"> <li>• Increase the number of nursery places in the Foleshill area for two, three and four year olds;</li> <li>• Improve the chances of children to be ready for school; and</li> <li>• Provide a potential rental income for the Council.</li> </ul>											
<b>3</b>	<b>Service Description</b>										
<b>3.1</b>	<b>What does the service do?</b>										
<p>The two play centres provide play activities for children from 5 to 12 year olds after school and in the school holidays and are open-access and non-regulated. Activities enable children to explore, develop and enjoy their play in a safe, friendly environment and include: arts and crafts, organised trips, sports and games, drama and music, cookery, cultural celebrations, special events, sewing, local and family trips and outdoor play (in adjoining outdoor play space). In addition the Positive Youth Foundation use Edgewick Play Centre on Saturdays.</p>											
<b>3.2</b>	<b>How many people use the service?</b>										
<p>A total of 173 children aged 5-12 years old are registered at the two play centres as at 31 August 2015. A total of 80 children attend five or more sessions per week.</p>											
<b>3.3</b>	<b>When is the service open?</b>										
<table border="1"> <thead> <tr> <th>Play Centre</th> <th>Term time</th> <th>School Holiday</th> </tr> </thead> <tbody> <tr> <td>Eagle Street</td> <td>Monday to Friday : 3pm – 6.30pm, Saturday: 10.30am – 3.30pm</td> <td>Monday to Thursday : 10.30am – 3.30pm</td> </tr> <tr> <td>Edgewick</td> <td>Monday to Friday: 2.45 pm – 5.45pm, Saturday: 10am – 3pm</td> <td>Monday to Thursday: 9.45am – 2.45pm</td> </tr> </tbody> </table>			Play Centre	Term time	School Holiday	Eagle Street	Monday to Friday : 3pm – 6.30pm, Saturday: 10.30am – 3.30pm	Monday to Thursday : 10.30am – 3.30pm	Edgewick	Monday to Friday: 2.45 pm – 5.45pm, Saturday: 10am – 3pm	Monday to Thursday: 9.45am – 2.45pm
Play Centre	Term time	School Holiday									
Eagle Street	Monday to Friday : 3pm – 6.30pm, Saturday: 10.30am – 3.30pm	Monday to Thursday : 10.30am – 3.30pm									
Edgewick	Monday to Friday: 2.45 pm – 5.45pm, Saturday: 10am – 3pm	Monday to Thursday: 9.45am – 2.45pm									
<p>In addition, the Positive Youth Foundation use Edgewick play centre on Saturdays.</p>											
<b>3.4</b>	<b>Are service users currently charged for using the service?</b>										
<p>There is no charge – the activities are free. The Council fully funds the play centres through core resources.</p>											
<b>3.5</b>	<b>What is the history and background to the service?</b>										
<p>It is understood that the play centres were opened in 1984 and were funded by the Urban Aid programme for 3 years. When the 3 years ended, a public meeting was held and parents expressed their concerns about what would happen to the children when we closed. The centres were kept open and Leisure Services taking over the running costs. For several years Children’s Services have paid for the costs of the play centres and their activities. It is understood that there was a large hut on the Eagle Street play centre land that belonged to the church that was open several evenings each week so the children in the area had somewhere safe to play.</p>											

<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>									
No – all key points covered above.										
<b>4</b>	<b>What are the proposed financial savings?</b>									
The Council can save a total of £165,000 annual revenue costs of £125,000 (direct costs of which £115,000 are staff costs) plus £40,000 property costs by stopping play centre activities.										
<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>									
Impact on service users will depend on whether they could access alternatives. These options will be comprehensively pursued and the outcome of this will feed into final decisions about the play centres. It is recognised that there may or may not be a charge for these activities.										
<b>6</b>	<b>What is the impact on staff?</b>									
9 staff would be impacted by the changes. These comprise 1 manager who covers the two centres (Grade 6) and 8 staff (combination of grade 2 and grade 3). The play centres have a full time equivalent of 4.42 posts. All staff are female.										
	<b>Grade</b>	G6	G3	G3	G2	G2	G2	G2	G2	G2
	<b>Hours</b>	37	22	22	16	15.5	13	13	13	12
<b>7</b>	<b>What are the potential options are there for the use of the buildings?</b>									
There are a range of options and additional options could be identified through the public consultation period. Options could include: 1) Buildings used by Private, Voluntary and Independent (PVI) nurseries to increase number of 2, 3, 4 year old Early Learning places (buildings could be sold or rented as part of an agreement) – option preferred by the service. 2) Selling the land and building and it being used for a different purpose. 3) Community groups running activities from the building (building asset transferred, sold or rented). 4) Local schools could utilise the space. 5) The space could be used for social care contact.										
<b>8</b>	<b>What other service alternatives have been considered?</b>									
An alternative could be to charge parents to use the centre. This hasn't been explored in detail but it is likely that although this would cover some costs it could still leave a deficit.										

### **Additional information: Play Centre Attendance data – as 31<sup>st</sup> August 2015**

<b>Eagle Street Play Centre</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
Number of children registered (who attend at least once a quarter)	94	51	43
Number of children who attend once a month or more (in the last quarter)	26	14	12
Number of children who attend once a week or more (in the last quarter)	66	36	30
Number of children who attend 5 or more sessions per week (in the last quarter)	40	23	17
Average number of children attending a weekday session ( in the last quarter)	30	17	13
Average number of children attending a Saturday session (in the last quarter)	30	17	13
Average number of children attending a school holiday session (in the last quarter)	40	21	19

<b>Edgewick Play Centre</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
Number of children registered (who attend at least once a quarter)	79	45	34
Number of children who attend once a month or more (in the last quarter)	20	10	10
Number of children who attend once a week or more (in the last quarter)	49	24	25
Number of children who attend 5 or more sessions per week (in the last quarter)	40	17	23
Average number of children attending a weekday session (in the last quarter)	30	12	18
Average number of children attending a Saturday session (in the last quarter)	30	16	14
Average number of children attending a school holiday session (in the last quarter)	40	18	22

\*To be registered a child needs to have attended once or more in a quarter. At the end of each quarter the registers are refreshed and children who have not attended during the quarter are taken off the register. Children can be re-registered if they attend a session.

### **Ethnic profile of children – September 2015**

The ethnic origin of the **173** children registered was recorded as follows:

Pakistani	44	Asian/Other	3
White/British	45	Bangladeshi	3
African	35	Mixed/Other	6
Arabic	11	White/Other	6
Indian	8	African/Caribbean	2
Caribbean	7	Iraqi	3

## Analysis of Children - Common Assessment Framework/Children In Need and Child Protection Plans

Description	Edgewick	Eagle St	Total
Children with open Common Assessment Frameworks (CAFs)	3	0	3
Children In Need (on-going referral with no Looked After Children or Child Protection status)	5	2	7
Children with current Child Protection plans	0	2	2
Looked After Children:	2	0	2

### Supplement: Play Centres and Nursery Provision for children aged 0-5 years

#### Context

- All parents are entitled to 15 hours a week for 38 weeks per year fund nursery provision (known as “Early Education”) at no cost to them (funded) for their 3 and 4 year old children.
- Approximately 40% of all 2 years are entitled to 15 hours a week for 38 weeks per year fund nursery provision (known as “Early Education”) at no cost to them (funded) for their 2 year old children (in the term following their birthday). The eligibility criteria is similar to that for free school meals for school-age children.
- Parents need to pay for any nursery provision for their 0-2 year old children and for any hours over and above the 15 hours provision.
- It is a children’s services priority to encourage as many parents of 2, 3 and 4 year old children to take up their 15 hours a week entitlement to nursery provision.

#### Rationale for recommended option

The data shows that there is scope for expansion of nursery provision in the Foleshill area.

- There are limited vacancies for 2 year old funded places in the nurseries near Edgewick (George Elliot and Wonder Years)
- There are currently 90 eligible 2 year old children in Foleshill (52%) who do not take up their 15 hours per week entitlement – most of these live in the area surrounding Edgewick.
- There are currently 139 children aged 3 and 4 years old (18%) who do not take up their 15 hours per week entitlement. This is one of the highest levels of non-take up in Coventry.
- In terms of “sufficiency” the ideal scenario would be for the space at Edgewick to focus on 2 year olds (with 24 placed delivered morning and afternoon to meet this need) – although a provider could run a mix of 2,3 and 4 year old provision.
- For the Eagle Street site, sufficiency is less of a current issue. However may be a viable business option for someone to offer full day-care all year round for children birth to 5 years due to the continued housing development within the ward. This would offer greater choice for parents within this area.
- The demand for nursery provision will increase with an increase in entitlement to 30 hours for working parents in September 2017.
- There is an awareness that nursery providers are interested in providing more nursery provision in the Foleshill area.

### **Building adaptations**

- There is capital funding currently available that could be applied for in order to support the development of these projects.

### **Current provision in the Foleshill ward**

5 full day-care providers (George Eliot (no grading – new owner), Little Angels (good), Wonder Years (good), Little Swanswell (good) and Banana Moon (no grading newly opened)

- operating all day, all year round childcare for children birth to 5 years. One of these providers is looking currently for additional sites to expand.
- 1 sessional care provider (Foleshill Children's Centre) offering mornings or afternoons only delivering early education (15 hours funded childcare) for 2 year olds and 3 and 4 year olds
- 6 Nursery Classes: 5 of which are offering morning and afternoon provision for 3 and 4 year olds and one offers morning only childcare for the same age group.
- Also there are 5 childminders offering a range of services to children under and over 5 with some school collections and 2 of these childminders offer early education places to children 2, 3 and 4 years old (15 hours funded childcare).

<b>1</b>	<b>What is the proposal?</b>
To end delivery of library services from the Arena Library facility (and not renew the lease) and to enter into discussions to relocate reduced library provision at an alternative community location in Holbrooks.	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>The Council leases the building in which Arena Park Library is based from a private landlord and the current lease ended in September 2014. Since this time the City Council has continued to occupy the premises and operate the Library, without a formal lease. The landlords are asking the Council to commit to a new five year lease at a cost of £160k per year. Arena Park Library is the most expensive community library for the Council to run.</p> <p>Coventry is a compact city and alternative provision will remain for visitors to Arena Park Library at Bell Green, Jubilee Crescent and Foleshill libraries, all of which are within 2.3 mile driving distance from Arena Park Library. The Arena Park shopping centre, on which the library is currently based, has a bus interchange which would assist current visitors of Arena Park Library to access other community library provision in the City or be able travel to the city centre and use the facilities at Central Library. Until such time that alternative provision is found within the Holbrooks area.</p> <p>A key objective for the Library and Information Service is to promote the digital offer and the range of library services that are available 24/7 for people to access from their own home rather than from a specific library. For example, renew and reserve books, access online reference and other information services to support children with educational attainment.</p>	
<b>3</b>	<b>Service Description</b>
<b>3.1</b>	<b>What does the service do?</b>
<p>The Coventry Library and Information Service provide a wide range of services. The core services provided in community libraries include:</p> <ul style="list-style-type: none"> <li>• Book lending, including books in large print and in community languages</li> <li>• Space for activities and events</li> <li>• Information</li> <li>• Internet access</li> <li>• DVD lending including box sets</li> <li>• CDs</li> <li>• Newspapers, magazines</li> <li>• Readers' Groups</li> </ul> <p>Arena Park Library has a wide range of events and activities operating from the library. For children and parents there are Rhymetime, Story Time, Stay and Play and Homework clubs are all held at least once a week.</p> <p>For adults and older people there is a craft group and family history group that meets weekly. Age UK run a friendship group aimed at older people that meet once a week.</p> <p>Some other Council Departments and partner organisations use the library to provide a drop in service or to support specific library events throughout the year.</p>	
<b>3.2</b>	<b>How many people use the service?</b>
8,617 people registered with the Library and Information Service at Arena Park Library. In 2014/15 there were 139,142 visits to the library, with a relatively high percentage of members (1,184) living outside Coventry. It was the fifth highest library visited, although the number of visits had decreased by 8% from the previous year (2013/14) Arena Park had the third most book issues in Coventry in 2014/15. Arena Park Library provides access to nine computers.	

In 2014/15 there were 22,351 computer sessions. A session is where one person has used the computer. The length of a session will vary person to person depending on the reason that are using the computer, for example someone may only use computer for 15 minutes to check emails and someone else may use the computer for one hour because they doing their school homework or applying for a job.

**3.3 When is the service open?**

The service is currently open for 61 hours per week at the following times:

Library	Current Opening Times
Arena Park	Monday - 9am till 7pm Tuesday - 9am till 7pm Wednesday - 9am till 7pm Thursday - 9am till 7pm Friday 9am till 7pm Saturday 9am till 4pm Sunday 12 noon till 4pm

**3.4 Are service users currently charged for using the service?**

Libraries offer free access to:

- Reading
- Book borrowing (initial loan 4 weeks)
- Information
- IT resources – (2 hours free internet use)
- Events and activities

There are small charges made for the loan of CD's and DVD's, computer printouts, photocopying and use of the fax machine. Additionally any computer usage over the free two hour period, there is a charge is applied.

Charges are also made where items are returned late.

**3.5 What is the history and background to the service?**

Coventry is a compact city and has seen a large population growth over the past 100 years, from 62,000 in 1901 to almost 330,000 in 2014.

There are three “Carnegie” libraries situated in Coventry – Earlsdon, Foleshill and Stoke.

The Carnegie libraries in Coventry are the libraries built with money donated by Andrew Carnegie. Carnegie, a Scottish American industrialist, held a special interest in local libraries and had given away a huge amount of his wealth to charities and foundations by the time of his death in 1919.

The Central Library opened in 1986 in its current location. Up until the 1990's library services were operated from a mixture of buildings across the city.

Following the publication of National Public Library Standards in 2001, it was stipulated that unitary authorities should provide a footprint of public library facilities ensuring that no resident had to travel more than 2 miles to access a service<sup>1</sup>.

In 2001 'Best Value' inspected Coventry City libraries and awarded them 'no stars for the quality of its service' and outlined eight recommendations for improvement.

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<sup>1</sup> PLSS1- Proportion of households living within specified distance of a static library. Unitary 2 miles

Coventry City Council committed to provide a modern vibrant library service to meet the needs of Coventry. Libraries were refurbished and modernised as community hubs, ready to lead on information, education and digital inclusion.

Investment from the Council was used to create new library facilities, libraries in shared buildings and to redesign existing libraries. Stoke, Arena Park, Bell Green and Cheylesmore were some of the first libraries to be part of the change.

The new style of libraries was successful and informed the further modernisation of Earlsdon and Foleshill. Property development opportunities saw the creation of Caludon Castle, Tile Hill, Stoke Aldermoor, Arena Park and Allesley Libraries; all of which have opened since 2000. Arena Park Library opened in 2005 as part of the Arena Park shopping development.

Central Library was modernised and refurbished in 2012.

<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
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The Arts Council plays a significant role in supporting and developing the libraries sector. The Art Council's vision for libraries is that they inspire and empower people to lead active lives, enriched through cultural experience. Recent research 'Envisioning the library of the future' was a major project undertaken by the Arts Council in 2012/13 in order to understand the future for libraries, and how to enable them to develop.

The research found that public libraries are trusted spaces, open to all, in which people continue to explore and share the joys of reading, information, knowledge and culture. It is clear that people value the services that libraries provide and will continue to do so. Indeed, there is a clear message that there is a compelling and continuing need for a publicly funded library service.

The research also highlighted that public libraries face many challenges in the coming years, including advances in technology, which affect the ways in which people want to connect to information and culture, reduced public expenditure, the increasing involvement of citizens in the design and delivery of public services, and the needs of an ageing population.

Arena Park Library provides books for the Housebound Service and provides collections of books to five residential care homes in the city, the books used by this service will need to be accommodated at another library.

<b>4</b>	<b>What are the proposed financial savings?</b>
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The Council can save a total of £323k. £141k of the total saving will come from staffing/ running costs and £182k savings from property costs. The property related costs include the cost of lease, business rates, utility costs, property repairs and maintenance.

<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
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This proposal will affect children, adults, older people and disabled people who visit and use the Arena Park Library facilities. The Library and Information Service is also aware that a number of carers use the service both for themselves and to gather materials for the people for whom they care for.

In Coventry, local communities experience all different levels of deprivation. Arena Park Library is located in the north of the city. The more deprived areas of Coventry are in the north and east of the city whilst the least deprived areas are mostly situated in the south and west. The Arena Park Library catchment is within an area of deprivation, as defined by the National Indices of Deprivation. Ceasing provision at Arena Park Library would result in a reduction availability of free computers, which may affect people using computers to look for work or register for benefits.

If Arena Park Library closed there would be other alternative libraries in the city that visitors could access. Bell Green, Jubilee Crescent and Foleshill libraries are all within 2.3 mile driving distance from Arena Park Library. The Arena Shopping Park has regular buses travelling to/from the city



centre which means other community libraries and Central Library can be accessed via public transport, although for some people this might involve extra travel time and/or costs. All these libraries have computers available for people to use.

The Home Library Service, in partnership with Age UK Coventry, will continue to deliver materials to the homes of people who are housebound and potentially be available to children, adults or older people with disabilities. The Library and Information Service will continue to work with the Carers Trust Heart of England to find new ways of supporting carers in the city

The Library and Information Service will continue to promote the wide range of services that are available for people to access from their own home 24/7 e.g. renew and reserve books, access online reference and information services to support children with their educational attainment.

Further information about the potential impact and potential mitigation of this proposal is available within the Arena Park Library Equality and Consultation Analysis (ECA) Document.

<b>6</b>	<b>What is the impact on staff?</b>
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The current budgeted staffing establishment of the Library and Information Service is 118.8 full time equivalent (FTE) contracts. However many staff (two thirds of these are part time posts) The proposal to end provision at Arena Park Library would potentially affect 5.81 FTE contracts and these staffing reductions would be made from across the Service. It is proposed that where possible the impact of posts being deleted would be managed through voluntary redundancy/ early retirement, ending a number of temporary posts and the deletion of several vacant posts. Staff displaced from a library that is closing will, if possible, be relocated or redeployed to other parts of the Service in line with the City Council Security of Employment Policy.

<b>7</b>	<b>What are the potential options are there for the use of the buildings?</b>
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The Arena Park Library building is not owned by the City Council and therefore we do not have any control over its future use, unless this was via the planning application process.

<b>8</b>	<b>What other service alternatives have been considered?</b>
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The proposal about Arena Park Library is one of a number of current proposals affecting the Library and Information Service. Other proposals include:

- **Proposal 3** - To end delivery of library services (and not renew the lease) from the current Willenhall Library facility to continue discussions with the Haggard Centre about a more cost effective community library being located within the Centre.
- **Proposal 4** – To end the mobile library service.
- **Proposal 5** - To cut the library media fund of £658,000 by £100,000 in 2016/17. The media fund is used for the purchase of new books, including books in large print and talking books, DVDs, newspapers, magazines and materials in other languages.
- **Proposal 6** – For Central Library to continue to open seven days per week, but to close one hour earlier on weekdays – closing at 7pm instead of 8pm.
- **Proposal 7** To standardise opening hours across all community libraries. All community libraries will be closed on Wednesdays and Sundays.

<b>1</b>	<b>What is the proposal?</b>
To end delivery of library services (and not renew the lease) from the current Willenhall Library facility and to continue discussions with the Haggard Centre about a more cost effective community library being located within the Centre.	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>The Council leases the building in which Willenhall Library is based from a private landlord. The landlord of the building has served notice on the Council following the end of the current lease in October 2013 and court action for a new lease has so far been deferred. In the current financial climate, a lower cost alternative in a community facility would be sought.</p> <p>The proposal is to relocate a staffed library and develop a strategic partnership with the Haggard Centre to maximise the benefits of library resources to local residents and to explore the potential for joint work. The buildings are opposite each other on Remembrance Road. The distance between the two locations is 0.2 miles</p> <p>A key objective for the Library and Information Service is to promote the digital offer and the range of library services that are available 24/7 for people to access from their own home rather than from a specific library. For example, renew and reserve books, access online reference and information services to support children with educational attainment.</p>	
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<b>3.2</b>	<b>How many people use the service?</b>
<p>3,408 people registered with the Library and Information Service at Willenhall Library. In 2014/15 there were 150,186 visits to the library. It was the third busiest for visitors, and had the sixth most book issues in 2014/15. The number of visits has increased by 5% from the previous year (2013/14). Willenhall Library provides access to thirteen computers. In 2014/15 there were 20,244 computer sessions. A session is where one person has used the computer. The length of a session will vary person to person depending on the reason that are using the computer, for example someone may only use computer for 15 minutes to check emails and someone else may use the computer for one</p>	

hour because they doing their school homework or applying for a job.

### 3.3 When is the service open?

Library	Current Opening Times
Willenhall	Monday - 1pm till 7pm Tuesday - 9am till 7pm Wednesday CLOSED Thursday - 9am till 7pm Friday 9am till 7pm Saturday 9am till 4pm Sunday CLOSED

### 3.4 Are service users currently charged for using the service?

Libraries offer free access to:

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- Events and activities

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The central library opened in 1986 in its current location. Up until the 1990's library services were operated from a mixture of buildings across the city. Willenhall Library opened in 1995 as part of a redevelopment of the retail area and housing redevelopment in Willenhall.

Following the publication of National Public Library Standards in 2001, it was stipulated that unitary authorities should provide a footprint of public library facilities ensuring that no resident had to travel more than 2 miles to access a service<sup>2</sup>.

In 2001 'Best Value' inspected Coventry City libraries and awarded them 'no stars for the quality of its service' and outlined eight recommendations for improvement.

Coventry City Council committed to provide a modern vibrant library service to meet the needs of Coventry. Libraries were refurbished and modernised as community hubs, ready to lead on information, education and digital inclusion.

Investment from the Council was used to create new library facilities, libraries in shared buildings and to redesign existing libraries. Stoke, Arena Park, Bell Green and Cheylesmore were some of the first

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	libraries to be part of the change.
	The new style of libraries was successful and informed the further modernisation of Earlsdon and Foleshill. Property development opportunities saw the creation of Caludon Castle, Tile Hill, Stoke Aldermoor, Arena Park and Allesley Libraries; all of which have opened since 2000.
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<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
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	The research also highlighted that public libraries face many challenges in the coming years, including advances in technology, which affect the ways in which people want to connect to information and culture, reduced public expenditure, the increasing involvement of citizens in the design and delivery of public services, and the needs of an ageing population.
	Willenhall Library also provides books for the Housebound Service and provides collections of books to ten residential care homes in the city, the books used by this service will need to be accommodated at another library.
	Part of the proposed space identified by the Haggard Centre is currently being used by a youth club.
<b>4</b>	<b>What are the proposed financial savings?</b>
	The Council can save a total of £46k from this proposal.
<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
	This proposal will affect children, adults, older people and disabled people who visit and use the current Willenhall library facilities. Willenhall is an area of the city where a greater number of the local population are library members. Willenhall is also an area where there are a greater number of households with no access to private transport. The close proximity of the Haggard Centre, a potential alternative location means that extra travel times could be minimized.
	A potential transfer of the library to the Haggard Centre, a busy community space would potentially enable current Willenhall Library users to access a wider range of community resources and potentially increase. This would also provide the Library Service with the opportunity for greater partnership working and for expanding the range of partners the library will work with.
<b>6</b>	<b>What is the impact on staff?</b>
	The current budgeted staffing establishment of the Library and Information Service is 118.8 full equivalent (FTE) contracts. This proposal would mean that staff working at the current Willenhall Library would transfer to the new community location.
<b>7</b>	<b>What are the potential options are there for the use of the buildings?</b>
	The current Willenhall Library building is not owned by the City Council and therefore we do not have any control over its future use, unless this was via the planning application process.

<b>8</b>	<b>What other service alternatives have been considered?</b>
<p>The proposal about Willenhall Library is one of a number of current proposals affecting the Library and Information Service. Other proposals include:</p> <ul style="list-style-type: none"><li>• <b>Proposal 2</b> - To end delivery of library services from the Arena Library facility (and not renew the lease) and to enter into discussions to relocate reduced library provision at an alternative community location in Holbrooks.</li><li>• <b>Proposal 4</b> – To end the mobile library service.</li><li>• <b>Proposal 5</b> - To cut the library media fund of £658,000 by £100,000 in 2016/17. The media fund is used for the purchase of new books, including books in large print and talking books, DVDs, newspapers, magazines and materials in other languages.</li><li>• <b>Proposal 6</b> For Central Library to continue to open seven days per week, but to close one hour earlier on weekdays – closing at 7pm instead of 8pm.</li><li>• <b>Proposal 7</b> To standardise opening hours across all community libraries. All community libraries will be closed on Wednesdays and Sundays.</li></ul>	

## Proposal 4: Mobile Library Service

Version Date: 16/11/15

Document author:

<b>1</b>	<b>What is the proposal?</b>
The proposal is to end the mobile library service.	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>The mobile library service serves parts of the city and is expensive to run. The majority of stops are a mile or less from a library building.</p> <p>Coventry is a compact city and alternative building based provision will be available for people who currently use the mobile library service. Members of the public not able to visit a static library, for example frail elderly people, those who have physical disabilities or who are housebound are able to access the Coventry Home Library Service provided in partnership with Age UK Coventry. This service has capacity to take on additional demand which may follow the mobile closure.</p> <p>A key objective for the library service is to promote the digital offer and the range of library services that are available 24/7 for people to access from their own home rather than from a specific library. For example, renew and reserve books, access online reference and other information services to support children with educational attainment.</p>	
<b>3</b>	<b>Service Description</b>
<b>3.1</b>	<b>What does the service do?</b>
<p>The Coventry Library and Information Service provide a wide range of services. The core services provided in Community Libraries include:</p> <ul style="list-style-type: none"><li>• Book lending, including books in large print and in community languages</li><li>• Space for activities and events</li><li>• Information</li><li>• Internet access</li><li>• DVD lending including box sets</li><li>• Newspapers, magazines</li><li>• Readers' Groups</li></ul> <p>The mobile library has a large collection of books, including fiction and non-fiction as well as large-print books. A variety of talking books is also available.</p> <p>A small selection books in community languages is carried by the mobile library. There is also a wide variety of books for children and teenagers. Staff members are also available to provide information about a range of topics to mobile library users.</p>	
<b>3.2</b>	<b>How many people use the service?</b>
<p>The mobile library service visits each of the 64 existing stops every week (Monday to Saturday). The service has 794 registered users; approximately 65% of those are children. Once registered with the library service people can use any library, including the mobile service. There were 13,503 visits across the 64 stops in 2014/15. The number of visits to the mobile library has decreased by 8.5% when compared to visits made in 2013/14.</p>	
<b>3.3</b>	<b>When is the service open?</b>
<p>The service scheduled opening hours is 38.8 hours a week (excluding driving time). The length of time at a stop can vary but can range from 10 minutes up to 1.5 hours, with the majority of stops lasting for 30 minutes. The mobile currently stops at the following locations:</p>	

<b>Mondays</b>	
<b>Time</b>	<b>Location</b>
9.30am - 10am	Potters Green: St Philip's Church, Ringwood Highway
10.05am - 10.35am	Woodway Park: Co-op, Narberth Way
10.45am - 11.05am	Wyken: Caludon Park, Farren Road
11.15am - 11.45am	Wyken: Longfellow Road/Macdonald Road
11.50am - 12.20pm	Charterhouse: St. Margaret Road /David Road
1.30pm - 2.30pm	Holbrooks: St Finbarr's Social Club, Holbrook Lane
3pm - 4pm	Whitley: Rutherglen Avenue/Ashington Grove
4.05pm - 4.25pm	Ernesford Grange: Joseph Creighton Close/Quorn Way
5.40pm - 6.10pm	Binley: Middlefield Drive/Bulwick Close
6.15pm - 6.40pm	Binley: Hepworth Road/Lyttleton Close
6.45pm - 7.15pm	Binley: Deerdale Way/Bredon Avenue

<b>Tuesday</b>	
<b>Time</b>	<b>Location</b>
9.30am - 10am	Cheylesmore: The Cheylesmore, Daventry Road
10.05am - 10.35am	Stivichall: West Orchard Church, The Chesils
10.40am - 11.10am	Fenside: Fenside Ave/Charminster Drive
11.15am - 11.45am	Stivichall: Hexworthy Avenue/ Dewsbury Avenue
11.50am - 12.20pm	Green Lane: Moat Avenue/Medland Avenue
1.15pm - 1.35pm	Chapelfields: Billing Road/Oldfield Road
1.40pm - 2.00pm	Allesley: St. Helen's Way
2.05pm - 2.20pm	Allesley: Scout Hut, Washbrook Lane
2.25pm - 2.40pm	Hawkes End: Hawkes Mill Lane/Browns Lane
2.45pm - 3.05pm	Brownhill Green: Burton Close
3.10pm - 3.25pm	Wall Hill: Slashpits Farm, Wall Hill Road
3.30pm - 3.55pm	Pickford: Harvest Hill Park, Oak Lane
4.00pm - 4.20pm	Allesley: Woodridge Avenue/Oakford Drive
5.35pm - 6.00pm	Tile Hill South: Gravel Hill/Nixon Road Shops
6.05pm - 6.20pm	Tanyard Farm: Bus Terminus, Goodman Way
6.25pm - 6.40pm	Eastern Green: Poachers Retreat, Hockley Lane
6.45pm - 7.15pm	Mount Nod: The Vale, Nod Rise

<b>Wednesday</b>	
<b>Time</b>	<b>Location</b>
1.15pm - 2.00pm	Holbrooks: St Finbarr's Social Club, Holbrook Lane
2.10pm - 2.40pm	Aldermans Green: Lentons Lane Chapel, Lenton's Lane
2.45pm - 3.40pm	Aldermans Green: Grangehurst Primary School, Anderton Road
3.45pm - 4.15pm	Aldermans Green: Woodroffe Way/Hanson Way
5.35pm - 6.00pm	Tile Hill South: Post Office Standard Avenue
6.05pm - 6.20pm	Canley: Scarborough Way/Wolfe Road
6.25pm - 6.35pm	Cannon Hill: Aldrin Way/Lunar Croft
6.40pm - 6.50pm	Cannon Hill: The Galliards
6.55pm - 7.15pm	Cannon Hill: Tutbury Avenue/Sefton Road

<b>Thursday</b>	
<b>Time</b>	<b>Location</b>
9.30am - 10am	Walsgrave: Shops, Athol Road
10.05am - 10.35am	Walsgrave: Manfield Avenue
10.40am - 11.10am	Wyken: New Green Park, Wyken Croft

11.15am - 11.50am	Wyken: Devonshire Arms, Torcross Avenue
12 noon - 12.20pm	Stoke Heath: Wyken Way:/Little Field
1.00pm - 1.20pm	Lower Stoke: Bulls Head Lane/Glencoe Road
1.25pm – 1.45pm	Stoke: Keats Road/Lord Lytton Avenue
1.50pm – 2.35pm	Wyken: Ravensdale Primary School, Ravensdale Road
2.40pm – 3.05pm	Wyken: Mayflower Drive
3.10pm – 3.30pm	Wyken: Bridgeacre Gardens
3.35pm - 4.15pm	Walsgrave: Clifford Bridge School, Coombe Park Road
5.30pm - 6.10pm	Allesley: Allesley F.E.C, The Bridle Path
6.15pm - 6.45pm	Allesley: Barnfield Avenue/Durham Crescent
6.50pm - 7.15pm	Eastern Green: Eastern Green/Sutton Avenue

<b>Friday</b>	
<b>Time</b>	<b>Location</b>
9.00am – 10.30am	Hillfields: Southfields School, East Street (school use only)
10.45am - 11.30am	Keresley: Holy Family Church, Watery Lane
11.35am - 11.55am	Coundon: Norman Place Road
12 noon - 12.30pm	Coundon: The Brooklands, Kingsbury Road
1.30pm – 2.00pm	Charterhouse: Welland Road/Severn Road
2.05pm – 2.35pm	Hillfields: Nicholls Street/Leopold Road
2.45pm – 4.15pm	Foleshill: Eagle Street Mosque/George Street

<b>Saturday</b>	
<b>Time</b>	<b>Location</b>
9.30am – 10.00am	Walsgrave: Dorchester Way/Fontmell Close
10.05am - 10.35am	Henley Green: White Horse, Broad Park Road
10.40am - 11.10am	Wood End: Loxley Close/Binton Road
11.20am - 11.50am	Foleshill: Unipart, Beresford Avenue
11.55am – 12.25pm	Foleshill: The Community House, Guild Road
12.30pm – 1.00pm	Hillfields: Dysart Close

### **3.4 Are service users currently charged for using the service?**

Libraries offer free access to:

- Reading
- book borrowing (initial loan 4 weeks)
- information
- IT resources – (2 hours free internet use)
- Events and activities

There are small charges made for the loan of CD's and DVD's, computer printouts, photocopying and use of the fax machine. Additionally any computer usage over the free two hour period, there is a charge is applied.

Charges are also made where items are returned late.

### **3.5 What is the history and background to the service?**

Coventry is a compact city and has seen a large population growth over the past 100 years, from 62,000 in 1901 to almost 330,000 in 2014.

There are three “Carnegie” libraries situated in Coventry – Earlsdon, Foleshill and Stoke.



The Carnegie libraries in Coventry are the libraries built with money donated by Andrew Carnegie. Carnegie, a Scottish American industrialist, held a special interest in local libraries and had given away a huge amount of his wealth to charities and foundations by the time of his death in 1919.

The central library opened in 1986 in its current location. Up until the 1990's library services were operated from a mixture of buildings across the city. Willenhall Library opened in 1995 as part of a redevelopment of the retail area and housing redevelopment in Willenhall.

Following the publication of National Public Library Standards in 2001, it was stipulated that unitary authorities should provide a footprint of public library facilities ensuring that no resident had to travel more than 2 miles to access a service<sup>3</sup>.

In 2001 'Best Value' inspected Coventry City libraries and awarded them 'no stars for the quality of its service' and outlined eight recommendations for improvement.

Coventry City Council committed to provide a modern vibrant library service to meet the needs of Coventry. Libraries were refurbished and modernised as community hubs, ready to lead on information, education and digital inclusion.

Investment from the Council was used to create new library facilities, libraries in shared buildings and to redesign existing libraries. Stoke, Arena Park, Bell Green and Cheylesmore were some of the first libraries to be part of the change.

The new style of libraries was successful and informed the further modernisation of Earlsdon and Foleshill. Property development opportunities saw the creation of Caludon Castle, Tile Hill, Stoke Aldermoor, Arena Park and Allesley Libraries; all of which have opened since 2000.

Central Library was modernised and refurbished in 2012.

<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
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The Arts Council plays a significant role in supporting and developing the libraries sector. The Art Council's vision for libraries is that they inspire and empower people to lead active lives, enriched through cultural experience. Recent research 'Envisioning the library of the future' was a major project undertaken by the Arts Council in 2012/13 in order to understand the future for libraries, and how to enable them to develop.

The research found that public libraries are trusted spaces, open to all, in which people continue to explore and share the joys of reading, information, knowledge and culture. It is clear that people value the services that libraries provide and will continue to do so. Indeed, there is a clear message that there is a compelling and continuing need for a publicly funded library service.

The research also highlighted that public libraries face many challenges in the coming years, including advances in technology, which affect the ways in which people want to connect to information and culture, reduced public expenditure, the increasing involvement of citizens in the design and delivery of public services, and the needs of an ageing population.

<b>4</b>	<b>What are the proposed financial savings?</b>
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The Council can save a total of £85k; the saving would come from staffing and fleet costs.

<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
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This proposal will affect children, adults, older people and disabled people who visit and use the mobile library facilities. The Library and Information Service is also aware that a number of carers use the service both for themselves and to gather materials for the people for whom they care for.

<sup>3</sup> PLSS1- Proportion of households living within specified distance of a static library. Unitary 2 miles

In Coventry, local communities experience all different levels of deprivation. The mobile library route visits most areas of the city and therefore visits different areas with differing degrees of deprivation. The more deprived areas of Coventry are in the north and east of the city whilst the least deprived areas are mostly situated in the south and west. For example on a Saturday, 5 of the 6 stops on the route are in the most deprived areas of the city but on a Tuesday some of the mobile stops visit the least deprived areas of the city. All of the stops on a Saturday are within 1 mile of a community based library whereas on Tuesday some stops are up to 2.5 miles from a community based library.

If the mobile library closed there would be other alternative libraries in the city that visitors could access. Many of the mobile library stops are within a mile or less from a library building.

The Home Library Service, in partnership with Age UK Coventry, will continue to deliver materials to the homes of people who are housebound and potentially be available to children, adults or older people with disabilities. The service currently has capacity to take on additional demand. The Library and Information Service will continue to work with the Carers Trust Heart of England to find new ways of supporting carers in the city

The Library and Information Service will continue to promote the wide range of services that are available for people to access from their own home 24/7 e.g. renew and reserve books, access online reference and information services to support children with their educational attainment.

Further information about the potential impact and potential mitigation of this proposal is available within the Mobile Library Equality and Consultation Analysis (ECA) Document.

**6 What is the impact on staff?**

The current budgeted staffing establishment of the Library and Information Service is 118.8 full time equivalent (FTE) contracts. However many staff (two thirds of these are part time posts) The proposal to end provision of the mobile library would potentially affect 4.00 FTE contracts and these staffing reductions would be made from across the service and staff displaced from a library that is closing will, if possible, be relocated or redeployed to other parts of the Service in line with the City Council Security of Employment Policy.

**7 What are the potential options are there for the use of the buildings?**

The two buses would be made available for the Council's Transport Department to use or put for sale.

**8 What other service alternatives have been considered?**

The proposal about the mobile library is one of a number of current proposals affecting the Library and Information Service. Other proposals include:

- **Proposal 2** - To end delivery of library services from the Arena Library facility (and not renew the lease) and to enter into discussions to relocate reduced library provision at an alternative community location in Holbrooks.
- **Proposal 3** – To end delivery of library services (and not renew the lease) from the current Willenhall Library facility and to continue discussions with the Haggard Centre about a more cost effective community library being located within the Centre
- **Proposal 5** - To cut the library media fund of £658,000 by £100,000 in 2016/17. The media fund is used for the purchase of new books, including books in large print and talking books, DVDs, newspapers, magazines and materials in other languages.
- **Proposal 6** – For Central Library to continue to open seven days per week, but to close one hour earlier on weekdays – closing at 7pm instead of 8pm.
- **Proposal 7** To standardise opening hours across all community libraries. All community libraries will be closed on Wednesdays and Sundays.

In addition to these current proposals for 2016/17, the Council wishes to pursue alternative ways of running the libraries working with other statutory and/or voluntary sector organisations and groups.

<b>1</b>	<b>What is the proposal?</b>
<p>The Library and Information Service has a media fund which is used for the purchase of new books, including books in large print and talking books, DVDs, newspapers and magazines, and material in other languages. The media fund also provides the Libraries 24/7 offer enabling people to access online reference resources e.g. Encyclopaedia Britannica, and online downloads e.g. E-books, E-audiobooks, E-magazines and online newspapers.</p> <p>The proposal is to cut the library media fund of £658,000 by £100,000 in 2016/17.</p>	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>The budget was not fully spent in 2014/15. The proposed cut in funding will not have any direct impact on users.</p>	
<b>3</b>	<b>Service Description</b>
<b>3.1</b>	<b>What does the service do?</b>
<p>The Coventry Library and Information Service provide a wide range of services. The core services provided in Community Libraries include:</p> <ul style="list-style-type: none"> <li>• Book lending, including books in large print and in community languages</li> <li>• Space for activities and events</li> <li>• Information</li> <li>• Internet access</li> <li>• DVD lending including box sets</li> <li>• CD's</li> <li>• Newspapers, magazines</li> <li>• Readers' Groups</li> </ul>	
<b>3.2</b>	<b>How many people use the service?</b>
<p>Library and Information Service users that use the library to access new books, magazines, newspapers CDs and DVD's would potentially be impacted by a reduced media fund.</p> <p>In 2014/15 there were a total of 976,797 book issues, excluding downloads of e books, e-audiobooks and e-magazines across the Library and Information Service. For 2014/15 this was a -8.04% decrease in book issues when compared to 2013/14.</p>	
<b>3.3</b>	<b>When is the service open?</b>
<p>N/A – The proposal is about reducing the media fund.</p>	
<b>3.4</b>	<b>Are service users currently charged for using the service?</b>
<p>Libraries offer free access to:</p> <ul style="list-style-type: none"> <li>• Reading</li> <li>• Book borrowing (initial loan 4 weeks)</li> <li>• Information</li> <li>• IT resources – (2 hours free internet use)</li> <li>• Events and activities</li> </ul> <p>There are small charges made for the loan of CD's and DVD's, computer printouts, photocopying and use of the fax machine. Additionally any computer usage over the free two hour period, there is a charge is applied.</p> <p>Charges are also made where items are returned late.</p>	
<b>3.5</b>	<b>What is the history and background to the service?</b>
<p>Coventry is a compact city and has seen a large population growth over the past 100 years, from 62,000 in 1901 to almost 330,000 in 2014.</p>	

There are three “Carnegie” libraries situated in Coventry – Earlsdon, Foleshill and Stoke.

The Carnegie libraries in Coventry are the libraries built with money donated by Andrew Carnegie. Carnegie, a Scottish American industrialist, held a special interest in local libraries and had given away a huge amount of his wealth to charities and foundations by the time of his death in 1919.

The central library opened in 1986 in its current location. Up until the 1990’s library services were operated from a mixture of buildings across the city. Willenhall Library opened in 1995 as part of a redevelopment of the retail area and housing redevelopment in Willenhall.

Following the publication of National Public Library Standards in 2001, it was stipulated that unitary authorities should provide a footprint of public library facilities ensuring that no resident had to travel more than 2 miles to access a service<sup>4</sup>.

In 2001 ‘Best Value’ inspected Coventry City libraries and awarded them ‘no stars for the quality of its service’ and outlined eight recommendations for improvement.

Coventry City Council committed to provide a modern vibrant library service to meet the needs of Coventry. Libraries were refurbished and modernised as community hubs, ready to lead on information, education and digital inclusion.

Investment from the Council was used to create new library facilities, libraries in shared buildings and to redesign existing libraries. Stoke, Arena Park, Bell Green and Cheylesmore were some of the first libraries to be part of the change.

The new style of libraries was successful and informed the further modernisation of Earlsdon and Foleshill. Property development opportunities saw the creation of Caludon Castle, Tile Hill, Stoke Aldermoor, Arena Park and Allesley Libraries; all of which have opened since 2000.

Central Library was modernised and refurbished in 2012.

<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
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The Arts Council plays a significant role in supporting and developing the libraries sector. The Art Council’s vision for libraries is that they inspire and empower people to lead active lives, enriched through cultural experience. Recent research ‘Envisioning the library of the future’ was a major project undertaken by the Arts Council in 2012/13 in order to understand the future for libraries, and how to enable them to develop.

The research found that public libraries are trusted spaces, open to all, in which people continue to explore and share the joys of reading, information, knowledge and culture. It is clear that people value the services that libraries provide and will continue to do so. Indeed, there is a clear message that there is a compelling and continuing need for a publicly funded library service.

The research also highlighted that public libraries face many challenges in the coming years, including advances in technology, which affect the ways in which people want to connect to information and culture, reduced public expenditure, the increasing involvement of citizens in the design and delivery of public services, and the needs of an ageing population.

<b>4</b>	<b>What are the proposed financial savings?</b>
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The Council can save a total of £100k from reducing the media fund which is used to buy new books, magazines, newspapers CDs and DVD’s, material in other languages; online resources and resources for people with visual impairments.

<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
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<sup>4</sup> PLSS1- Proportion of households living within specified distance of a static library. Unitary 2 miles

This proposal will affect children, adults, older people and disabled people who visit and use the Library and Information Service to access new books, magazines, newspapers CDs and DVD's. The media fund also purchases materials in a number of different formats and collections which are targeted at people with disability e.g. books in large print, stories on tape, Books on Prescription Collection for mental ill health and dementia (issues of this collection are a Marmot indicator), Pictures to Share (Dementia collection).

The Library and Information Service supplies most residential care homes in the city with books for residents who are unable to access a library. Less new material would be purchased and this would mean that potentially people may wait longer to access them.

The remaining media fund would be prioritised to meet user needs and Council priorities, for example health and well-being material.

<b>6</b>	<b>What is the impact on staff?</b>
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N/A There would be no impact on staff as this proposal is about a reduction in the media fund.	
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<b>7</b>	<b>What are the potential options are there for the use of the buildings?</b>
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N/A – This proposal is about a reduction in the media fund and therefore isn't related to any building.	
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<b>8</b>	<b>What other service alternatives have been considered?</b>
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The proposal about the media fund is one of a number of current proposals affecting the Library and Information Service. Other proposals include:	
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| <ul style="list-style-type: none"> <li>• <b>Proposal 2</b> - To end delivery of library services from the Arena Library facility (and not renew the lease) and to enter into discussions to relocate reduced library provision at an alternative community location in Holbrooks.</li> <li>• <b>Proposal 3</b> - To end delivery of library services (and not renew the lease) from the current Willenhall Library facility and to continue discussions with the Haggard Centre about a more cost effective community library being located within the Centre.</li> <li>• <b>Proposal 4</b> – To end the mobile library service.</li> <li>• <b>Proposal 6</b> – For Central Library to continue to open seven days per week, but to close one hour earlier on weekdays – closing at 7pm instead of 8pm.</li> <li>• <b>Proposal 7</b>– To standardise opening hours across all community libraries. All community libraries will be closed on Wednesdays and Sundays.</li> </ul> |  |
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## Proposal 6: Central Library Opening Hours

Version Date: 16/11/15

Document author:

<b>1</b>	<b>What is the proposal?</b>
For Central Library to continue to open seven days week, but to close one hour earlier on weekdays – closing at 7pm instead of 8pm.	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>The hour proposed for closure is one of the quietest of the working week (3,135 loans in total between 7.00pm and 8.00pm from 8th April 2015 to 17<sup>th</sup> September 2015) and will result in a very small reduction in visitors over the course of a week yet achieve some financial savings.</p> <p>A key objective for the Library and Information Service is to promote the digital offer and the range of library services that are available 24/7 for people to access from their own home rather than from a specific library. For example, renew and reserve books, access online reference and information services to support children with educational attainment.</p>	
<b>3</b>	<b>Service Description</b>
<b>3.1</b>	<b>What does the service do?</b>
<p>The Coventry Library and Information Service provide a wide range of services. The core services provided in Central Library include:</p> <ul style="list-style-type: none"><li>• Book lending, including books in large print and in community languages</li><li>• Space for activities and events</li><li>• Information</li><li>• Internet access</li><li>• DVD lending including box sets</li><li>• CDs</li><li>• Newspapers, magazines</li><li>• Readers' Groups</li></ul> <p>Central Library is the largest of the City's library spaces and holds the largest collection of books, CDs, DVDs and other resources. The library is open 7 days per week and receives on average over 1,000 visits per day.</p> <p>Central library has a wide range of events and activities operating from the library. For children and parents there are rhymetime and storytime and that are all held at least twice a week. A chatterbox group for primary school aged children and a Teen Reading Group meet monthly.</p> <p>For adults and older people there are a variety of shared interest groups that meet in the library, for example readers groups, chess group, family history group and knitting group amongst others.</p> <p>Central Library has a meeting room in which a wide range of community events and sessions are held, and the room is available for hire. The library hosts many partners who use the space to meet library users and explore opportunities to share their work. For example, Royal British Legion drop in session or Army carers drop in sessions.</p> <p>A key aspect of the work the library services does with partner agencies focuses on health and well-being. For example the NHS run free health check drop in service once a week for people aged 40-74. Drop in sessions are also run for nutritional advice, sexual health advice, and Improving Access to Psychological Therapy (IAPT) which can support people who are feeling stressed or anxious, low mood and it's affecting people doing normal everyday things. Weekly meditation sessions are also available in partnership with The Flame.</p>	
<b>3.2</b>	<b>How many people use the service?</b>
26,490 members are registered with the Library and Information Service at Central Library. In	

2014/15 there were 450,370 visits to the library. It is the busiest library for visitors, and had the most book issues in 2014/15. The number of overall visits has decreased by 3.7% from the previous year (2013/14). There is no data available about the number of visitors to Central library between 7 and 8pm, but we know that book issues are lower than at other times of day.

Central Library provides access to fifty one computers. These computers will be upgraded by March 2016. In 2014/15 there were 134,277 computer sessions. Across the year there is an average of 11,190 computer sessions per month. A session is where one person has used the computer. The length of a session will vary person to person depending on the reason that are using the computer, for example someone may only use computer for 15 minutes to check emails and someone else may use the computer for one hour because they doing their school homework or applying for a job. Computer sessions are not available within the last 15 minutes of the opening time, therefore if the opening hours are reduced all computer sessions would need to be completed by 6.45 pm.

**3.3 When is the service open?**

Central Library is currently open for 66.5 hours per week.

Library	Current Opening Times
Central Library	Monday - 9am till 8pm Tuesday - 9am till 8pm Wednesday 9am till 8pm Thursday - 9am till 8pm Friday - 9am till 8pm Saturday - 9am till 4.30pm Sunday 12 noon till 4pm

**3.4 Are service users currently charged for using the service?**

Libraries offer free access to:

- reading
- book borrowing (initial loan 4 weeks)
- information
- IT resources – (2 hours free internet use)
- Events and activities

There are small charges made for the loan of CD's and DVD's, computer printouts, photocopying and use of the fax machine. Additionally any computer usage over the free two hour period, a charge is applied.

Charges are also made where items are returned late.

**3.5 What is the history and background to the service?**

Coventry is a compact city and has seen a large population growth over the past 100 years, from 62,000 in 1901 to almost 330,000 in 2014.

There are three "Carnegie" libraries situated in Coventry – Earlsdon, Foleshill and Stoke.

The Carnegie libraries in Coventry are the libraries built with money donated by Andrew Carnegie. Carnegie, a Scottish American industrialist, held a special interest in local libraries and had given away a huge amount of his wealth to charities and foundations by the time of his death in 1919.

The central library opened in 1986 in its current location. Up until the 1990's Library services were operated from a mixture of buildings across the city. Willenhall Library opened in 1995 as part of a redevelopment of the retail area and housing redevelopment in Willenhall.

Following the publication of National Public Library Standards in 2001, it was stipulated that unitary authorities should provide a footprint of public library facilities ensuring that no resident had to travel

more than 2 miles to access a service<sup>5</sup>.

In 2001 'Best Value' inspected Coventry City libraries and awarded them 'no stars for the quality of its service' and outlined eight recommendations for improvement.

Coventry City Council committed to provide a modern vibrant library service to meet the needs of Coventry. Libraries were refurbished and modernised as community hubs, ready to lead on information, education and digital inclusion.

Investment from the Council was used to create new library facilities, libraries in shared buildings and to redesign existing libraries. Stoke, Arena Park, Bell Green and Cheylesmore were some of the first libraries to be part of the change. The new style of libraries was successful and informed the further modernisation of Earlsdon and Foleshill. Property development opportunities saw the creation of Caludon Castle, Tile Hill, Stoke Aldermoor and Allesley Libraries.

The newer libraries including Arena Park, Tile Hill and Allesley Park have all opened since 2000.

Central Library was modernised and refurbished in 2012.

<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
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The Arts Council plays a significant role in supporting and developing the libraries sector. The Art Council's vision for libraries is that they inspire and empower people to lead active lives, enriched through cultural experience. Recent research 'Envisioning the library of the future' was a major project undertaken by the Arts Council in 2012/13 in order to understand the future for libraries, and how to enable them to develop.

The research found that public libraries are trusted spaces, open to all, in which people continue to explore and share the joys of reading, information, knowledge and culture. It is clear that people value the services that libraries provide and will continue to do so. Indeed, there is a clear message that there is a compelling and continuing need for a publicly funded library service.

The research also highlighted that public libraries face many challenges in the coming years, including advances in technology, which affect the ways in which people want to connect to information and culture, reduced public expenditure, the increasing involvement of citizens in the design and delivery of public services, and the needs of an ageing population.

The Adult Education Service lease permanent space in Central Library and Coventry Carer's Trust will soon be moving into the building on a permanent basis. Central Library is an access point for Healthwatch Coventry and Macmillan information. Central Library is also one of the 'Safe Place' available people with learning disabilities if they need help whilst in the city centre.

<b>4</b>	<b>What are the proposed financial savings?</b>
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The Council can save a total of £40k from this proposal from a reduction in staffing costs.

<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
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This proposal will affect children, adults, older people and disabled people who visit and use Central Library facilities and who use the library in the evening. The hour proposed for closure is anecdotally one of the quietest of the working week; therefore the potential impact will be reduced. The Central Library will remain open 7 days a week.

The reduction in opening hours would also affect access to the changing places facility which is a specialist toilet, shower and changing room for disabled people and located on the 1<sup>st</sup> floor of Central Library.

<b>6</b>	<b>What is the impact on staff?</b>
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<sup>5</sup> PLSS1- Proportion of households living within specified distance of a static library. Unitary 2 miles



The current budgeted staffing establishment of the Library and Information Service is 118.8 full equivalent (FTE) contracts.

This proposal would potentially mean a reduction of 1.89 FTE contracts and these staffing reductions would be made from across the service and staff displaced from a library that is reducing its opening hours will, if possible, be relocated or redeployed to other parts of the Service in line with the City Council Security of Employment Policy.

**7 What are the potential options are there for the use of the buildings?**

The Central Library will continue to operate from its current location and therefore no other use of the building has been considered.

**8 What other service alternatives have been considered?**

The proposal about Central Library is one of a number of current proposals affecting the Library and Information Service. Other proposals include:

- **Proposal 2** - To end delivery of library services from the Arena Library facility (and not renew the lease) and to enter into discussions to relocate reduced library provision at an alternative community location in Holbrooks
- **Proposal 3** - To end delivery of library services (and not renew the lease) from the current Willenhall Library facility and to continue discussions with the Haggard Centre about a more cost effective community library being located within the Centre.
- **Proposal 4** – To end the mobile library service
- **Proposal 5** - To cut the library media fund of £658,000 by £100,000 in 2016/17. The media fund is used for the purchase of new books, including books in large print and talking books, DVDs, newspapers, magazines and materials in other languages
- **Proposal 7** To standardise opening hours across all community libraries. All community libraries will be closed on Wednesdays and Sundays

In addition to these current proposals for 2016/17, the Council wishes to pursue alternative ways of running the libraries working with other statutory and/or voluntary sector organisations and groups.

<b>1</b>	<b>What is the proposal?</b>
To standardise opening hours across all community libraries. All community libraries will be closed on Wednesdays and Sundays. This will mean Caludon Castle, Earlsdon and Foleshill libraries closing on Wednesdays and Bell Green, Earlsdon, Foleshill, Stoke and Tile Hill closing on Sundays.	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>To standardise delivery days across the service. It is anticipated that the majority of people who use libraries on these days would be able to access them on other days of the week.</p> <p>During week commencing 7th September 2015, 524 items were issued on Wednesdays from Caludon Castle, Earlsdon and Foleshill libraries and 556 items were issued on Sundays from Bell Green, Earlsdon, Foleshill, Stoke and Tile Hill libraries.</p> <p>A key objective for the Library and Information Service is to promote the digital offer and the range of library services that are available 24/7 for people to access from their own home rather than from a specific library. For example, renew and reserve books, access online reference and information services to support children with educational attainment.</p>	
<b>3</b>	<b>Service Description</b>
<b>3.1</b>	<b>What does the service do?</b>
<p>The Coventry Library and Information Service provide a wide range of services. The core services provided in Central and community libraries include:</p> <ul style="list-style-type: none"> <li>• Book lending, including books in large print and in community languages</li> <li>• Space for activities and events</li> <li>• Information</li> <li>• Internet access</li> <li>• DVD lending including box sets</li> <li>• CDs</li> <li>• Newspapers, magazines</li> <li>• Readers' Groups</li> </ul> <p><b>Caludon Castle Library</b> offers activities for children and parents including rhymetime, storytime, craft sessions and homework help once a week. Caludon Castle Library is located within Caludon Castle School and this means that staff and the school children are regular users of the library. Other local schools also use the library. For adults and older people, there are weekly computer help sessions and a monthly readers group.</p> <p><b>Earlsdon Library</b> has a wide range of events and activities operating from the library. For children and parents there is rhymetime sessions that are held twice a week, stay and play once a week and a monthly storytime and craft session. For adults and older people there are a variety of shared interest groups that meet in the library, for example readers group, family history group, knitting group and a French and Spanish conversation groups.</p> <p><b>Foleshill Library</b> has a wide range of events and activities operating from the library. For children and parents there is rhymetime sessions that are held three times a week, stay and play once a week and monthly storytime and craft session. For adults and older people, there is computer help sessions twice a week, weekly knitting group and a monthly readers group. Careers advice is available weekly through the National Careers Services. NHS Health Checks are available once a week for 40 to 74 year olds.</p> <p><b>Bell Green Library</b> has a wide range of events and activities operating from the library. For children and parents there is rhymetime, stay and play sessions held once a week and a monthly storytime</p>	

and craft session. For adults and older people, there are a weekly computer help sessions, weekly knitting group, a monthly readers group and a monthly Friendship Group which is run in partnership with Age UK. Weekly benefits and debt advice is available via a partnership with Coventry Independent Money Advice Service.

**Stoke Library** has a wide range of events and activities operating from the library. For children and parents there is rhymetime and stay and play sessions that are held twice a week, Homework help once a week and a monthly storytime and craft session. For adults and older people, there are a weekly computer help sessions, a monthly readers group and a weekly Friendship Group which is run in partnership with Age UK. The NHS run stop smoking clinics once a week and sexual health clinic and health checks once a month from the Library.

**Tile Hill Library** has a wide range of events and activities operating from the library. For children and parents there is rhymetime, stay and play sessions, early years music sessions and homework help that are held once a week. For adults and older people, there is a weekly coffee morning, knitting group and craft group. NHS health checks are available once a month. A readers group is also held once a month.

### 3.2 How many people use the service?

Library	Registered Library Users as at 3 <sup>rd</sup> September 2015	Library visits in 2014/15	Items Issued in 2014/15 (Books, and all audio visual items)	Computer Sessions in 2014/15	Number of computers in the library available for public use
Bell Green	4165	159,208	42,618	22,707	13
Cauldon Castle	883	28,545	18,692	2,008	6
Earlsdon	6184	140,104	95,897	16,914	14
Foleshill	7403	112,666	65,532	38,393	21
Stoke	5154	118,003	52,197	22,287	18
Tile Hill	5691	119,737	77,991	14,922	20
<b>Total across the six community libraries</b>	<b>29,480</b>	<b>678,263</b>	<b>352,927</b>	<b>117,231</b>	<b>92</b>

A total of 29,480 members are registered with the Library and Information Service at across the six community libraries potentially affected by a change in their opening hours, with Foleshill having the most registered library users. A registered user is where the person first registered to become a member of the Library and Information Service. This does not mean that the registered users always visit one particular library and members of the library can visit any library in the city including the mobile library service.

In 2014/15 there were 678,263 visits across the six libraries. Bell Green Library was the busiest library for visitors out of the six. Earlsdon Library the most book issues out of the six libraries in 2014/15. The number of overall visits to these six community libraries has remained fairly static when compared to the visitor numbers for 2013/14. Foleshill Library saw the biggest decline in visitor numbers by seeing reduction of 6.3% in the number of visits.

The six community libraries provide access to a total of 92 computers for general public use. This equates to 42% of the computers available across the Library and Information service. In 2014/15 there were 117,231 computer sessions undertaken by the public in these six community libraries. A session is where one person has used the computer. The length of a session will vary person to person depending on the reason that are using the computer, for example someone may only use computer for 15 minutes to check emails and someone else may use the computer for one hour because they doing their school homework or applying for a job.

### 3.3 When is the service open?

The six community libraries affected by this proposal are currently open at the following times:

Library	Current Opening Times	Current Total hours open per week	Proposed Reduction in hours open	New Proposed hours open per week
<b>Bell Green Library</b>	Monday - 9am till 7pm Tuesday - 9am till 7pm Wednesday CLOSED Thursday - 9am till 7pm Friday - 9am till 7pm Saturday - 9am till 4pm Sunday - 12 noon till 4pm	51 Hours	-4 hours	47 hours
<b>Caludon Castle Library</b>	Monday - 1pm till 5pm Tuesday - 9am till 12 noon Wednesday 2pm till 5pm Thursday – 2pm till 7pm Friday – 9am till 12 noon Saturday - 9am till 4pm Sunday - CLOSED	25 hours	-3 hours	22 hours
<b>Earlsdon</b>	Monday - 9am till 7pm Tuesday - 9am till 7pm Wednesday 9am till 7pm Thursday - 9am till 7pm Friday - 9am till 7pm Saturday - 9am till 4pm Sunday 12 noon till 4pm	61 hours	-14 hours	47 hours
<b>Foleshill</b>	Monday - 9am till 7pm Tuesday - 9am till 7pm Wednesday 9am till 7pm Thursday - 9am till 7pm Friday - 9am till 7pm Saturday - 9am till 4pm Sunday 12 noon till 4pm	61 hours	-14 hours	47 hours
<b>Stoke Library</b>	Monday - 9am till 7pm Tuesday - 9am till 7pm Wednesday CLOSED Thursday - 9am till 7pm Friday - 9am till 7pm Saturday - 9am till 4pm Sunday - 12 noon till 4pm	51 Hours	-4 hours	47 hours
<b>Tile Hill Library</b>	Monday - 9am till 7pm Tuesday - 9am till 7pm Wednesday CLOSED Thursday - 9am till 7pm Friday - 9am till 7pm Saturday - 9am till 4pm Sunday - 12 noon till 4pm	51 Hours	-4 hours	47 hours

The current community library opening hours across the whole Library and Information Service, equates to 656 hours per week. Across the six community libraries affected by this proposal it would mean a total reduction of 43 opening hours. This equates to a 6.6% reduction in community library opening hours if this proposal was agreed.

**3.4 Are service users currently charged for using the service?**

- Libraries offer free access to:
- reading
- book borrowing (initial loan 4 weeks)
- information
- IT resources – (2 hours free internet use)
- Events and activities

There are small charges made for the loan of CD's and DVD's, computer printouts, photocopying and use of the fax machine. Additionally any computer usage over the free two hour period, a charge is applied.

Charges are also made where items are returned late.

**3.5 What is the history and background to the service?**

Coventry is a compact city and has seen a large population growth over the past 100 years, from 62,000 in 1901 to almost 330,000 in 2014.

There are three “Carnegie” libraries situated in Coventry – Earlsdon, Foleshill and Stoke.

The Carnegie libraries in Coventry are the libraries built with money donated by Andrew Carnegie. Carnegie, a Scottish American industrialist, held a special interest in local libraries and had given away a huge amount of his wealth to charities and foundations by the time of his death in 1919.

The central library opened in 1986 in its current location. Up until the 1990's library services were operated from a mixture of buildings across the city. Willenhall Library opened in 1995 as part of a redevelopment of the retail area and housing redevelopment in Willenhall.

Following the publication of National Public Library Standards in 2001, it was stipulated that unitary authorities should provide a footprint of public library facilities ensuring that no resident had to travel more than 2 miles to access a service<sup>6</sup>.

In 2001 'Best Value' inspected Coventry City libraries and awarded them 'no stars for the quality of its service' and outlined eight recommendations for improvement.

Coventry City Council committed to provide a modern vibrant library service to meet the needs of Coventry. Libraries were refurbished and modernised as community hubs, ready to lead on information, education and digital inclusion.

Investment from the Council was used to create new library facilities, libraries in shared buildings and to redesign existing libraries. Stoke, Arena Park, Bell Green and Cheylesmore were some of the first libraries to be part of the change. The new style of libraries was successful and informed the further modernisation of Earlsdon and Foleshill. Property development opportunities saw the creation of Caludon Castle, Tile Hill, Stoke Aldermoor, Arena Park and Allesley Libraries.

Central Library was modernised and refurbished in 2012.

**3.6 Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)**

The Arts Council plays a significant role in supporting and developing the libraries sector. The Art

<sup>6</sup> PLSS1- Proportion of households living within specified distance of a static library. Unitary 2 miles

Council's vision for libraries is that they inspire and empower people to lead active lives, enriched through cultural experience. Recent research 'Envisioning the library of the future' was a major project undertaken by the Arts Council in 2012/13 in order to understand the future for libraries, and how to enable them to develop.

The research found that public libraries are trusted spaces, open to all, in which people continue to explore and share the joys of reading, information, knowledge and culture. It is clear that people value the services that libraries provide and will continue to do so. Indeed, there is a clear message that there is a compelling and continuing need for a publicly funded library service.

The research also highlighted that public libraries face many challenges in the coming years, including advances in technology, which affect the ways in which people want to connect to information and culture, reduced public expenditure, the increasing involvement of citizens in the design and delivery of public services, and the needs of an ageing population.

**4 What are the proposed financial savings?**

The Council can save a total of £98k from this proposal from a reduction in staffing costs.

**5 What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?**

This proposal will affect children, adults, older people and disabled people who visit and use Cauldon Castle, Earlsdon and Foleshill Libraries on Wednesdays and Bell Green, Earlsdon, Foleshill, Stoke and Tile Hill close on Sundays.

For children, older people or disabled people it may be more difficult for them to travel to the city centre independently to utilise Central Library facilities which will remain open on Wednesdays and Sundays

Users of Foleshill and Earlsdon Library will see a double impact as they are both currently open on a Wednesday and Sunday.

The current timetable of events and activities means that certain activities that currently take place on a Wednesday or Sunday E.g. at Foleshill a Stay and Play session is currently run on a Wednesday. If the opening hours were revised, the Library and Information Service would look to accommodate existing activities within the new opening hour arrangements, where possible.

Further information about the potential impact and potential mitigation of this proposal is available within the Community Library Opening Hours Equality and Consultation Analysis (ECA) Document.

**6 What is the impact on staff?**

The current budgeted staffing establishment of the Library and Information Service is 118.8 full equivalent (FTE) contracts.

This proposal would potentially mean a reduction of 5.05 FTE contracts and these staffing reductions would be made from across the service and staff displaced from a library that is reducing its opening hours will, if possible, be relocated or redeployed to other parts of the Service in line with the City Council Security of Employment Policy.

**7 What are the potential options are there for the use of the buildings?**

All the community libraries affected by this proposal will continue to operate from their current location and therefore no other use of the building has been considered.

**8 What other service alternatives have been considered?**

The proposal about Community Library Opening hours is one of a number of current proposals affecting the Library and Information Service. Other proposals include:

- **Proposal 2** - To end delivery of library services from the Arena Library facility (and not renew the lease) and to enter into discussions to relocate reduced library provision at an alternative community location in Holbrooks
- **Proposal 3** - To end delivery of library services (and not renew the lease) from the current

Willenhall Library facility and to continue discussions with the Haggard Centre about a more cost effective community library being located within the Centre

- **Proposal 4** – To end the mobile library service
- **Proposal 5** – To cut the library media fund of £658,000 by £100,000 in 2016/17. The media fund is used for the purchase of new books, including books in large print and talking books, DVDs, newspapers, magazines and materials in other languages.
- **Proposal 6** – For Central Library to continue to open seven days per week, but to close one hour earlier on weekdays – closing at 7pm instead of 8pm

In addition to these current proposals for 2016/17, the Council wishes to pursue alternative ways of running the libraries working with other statutory and/or voluntary sector organisations and groups.

<b>1</b>	<b>What is the proposal?</b>																						
<p>The proposal is to withdraw the youth services commissioning budget for 2016/17 and work with the community and voluntary sector to explore the best way that youth services for young people should be delivered across Coventry.</p>																							
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>																						
<p>The number of young people directly impacted will be minimised because there are currently no ongoing activities being funded through this budget so no current service users will be impacted. Where grants are about to be awarded, it is clear that the grants are time-limited.</p> <p>Youth service activities focusing on the most vulnerable young people should be prioritised above the provision of more general activities funded through the commissioning budget.</p>																							
<b>3</b>	<b>Service Description</b>																						
<b>3.1</b>	<b>What does the service do?</b>																						
<p>The Youth Service Commissioning Budget was set up with an allocation of £139,000 to enable organisations to deliver positive activities.</p> <p>The youth service does not deliver the activities directly and the following organisations are about to begin delivery of positive sporting activities receiving funding under Service Level Agreements (SLA) for 2015/16 only. The funding will also be used to support the development of a consortium of sport coaching locally and to set up as a social enterprise delivering positive activities. There are no on-going financial commitments for this scheme and there are no prior live funding agreements.</p>																							
<table border="1"> <thead> <tr> <th><b>Name of club</b></th> <th><b>Total Cost</b></th> </tr> </thead> <tbody> <tr> <td>Coventry Community American Football Club</td> <td>£4,300</td> </tr> <tr> <td>Ice Skating and Ice Hockey Community Club</td> <td>£7,225</td> </tr> <tr> <td>Moat House Basketball</td> <td>£4,900</td> </tr> <tr> <td>Boxing</td> <td>£3,400</td> </tr> <tr> <td>Racquet Sports</td> <td>£4,900</td> </tr> <tr> <td>Skateboarding Project</td> <td>£20,000</td> </tr> <tr> <td>Stoke Aldermoor Football Project</td> <td>£2,000</td> </tr> <tr> <td>Belgrade Theatre Project</td> <td>£4,000</td> </tr> <tr> <td>Community Interest Company set up– feasibility study</td> <td>£5,700</td> </tr> <tr> <td><b>Total</b></td> <td><b>£56,425</b></td> </tr> </tbody> </table>		<b>Name of club</b>	<b>Total Cost</b>	Coventry Community American Football Club	£4,300	Ice Skating and Ice Hockey Community Club	£7,225	Moat House Basketball	£4,900	Boxing	£3,400	Racquet Sports	£4,900	Skateboarding Project	£20,000	Stoke Aldermoor Football Project	£2,000	Belgrade Theatre Project	£4,000	Community Interest Company set up– feasibility study	£5,700	<b>Total</b>	<b>£56,425</b>
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<b>Total</b>	<b>£56,425</b>																						
<p>The above funding will impact 140 young people and it will lead to better outcomes by providing structure, discipline, healthy lifestyle, fitness and team-work.</p> <p>A feasibility study will also be carried out into establishing a Community Interest Company (CIC) for the sports clubs to become an operational group able to sustain itself through fund raising. The feasibility study will be funded from the £56K and will be supported by Positive Youth Foundation who already have experience of bringing together local groups, to develop the operational group and CIC framework. The funding will also support the development of Skateboarding in Coventry City Centre and: Identify and provide supporting activities to assist this work; City Centre skateboard event and assist skateboard group to join Sports Clubs CIC as appropriate to continue in their own fund raising.</p>																							
<b>3.2</b>	<b>How many people use the service?</b>																						
<p>It is estimated that 140 young people will benefit from the funding and activities outlined above in 2015/16.</p>																							



<b>3.3</b>	<b>When is the service open?</b>
Young people will benefit from activities identified above at a variety of times.	
<b>3.4</b>	<b>Are service users currently charged for using the service?</b>
Not currently but through the feasibility study outlined above, this factor will be addressed.	
<b>3.5</b>	<b>What is the history and background to the service?</b>
<p>In 2013 the Youth Service worked with Coventry, Warwickshire and Solihull Sport (CSW Sport) to organise a sports programme as part of Youth Service summer activities funded from Sportivate, a funding stream from UK Sport. This led to a number of new sports opportunities being piloted with young people.</p> <p>In 2014, with funding from the Commissioning Budget aspect of Youth Service budget, the most popular activities from summer 2013 were continued under a number of Service Level Agreements, along with other positive engagement activities more geographically focused in areas where gaps in youth provision had an impact on services to young people. Some of these activities have been continued, for example, the reopened Broad Street Studio in Foleshill; work with African Caribbean young people in the Freehold Street centre in Hillfields; and where funding continues to be available, positive activities in Foleshill delivered by Positive Youth Foundation.</p> <p>2015 – 2016 funding gives the opportunity to continue funding to the youth community sports clubs already operating at the same time as considering how they can continue beyond the life of the funding under a sustainable CIC.</p>	
<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
The activities provide benefit beyond attendance at sessions themselves. The enable young people to achieve better outcomes through developing structure, discipline, healthy lifestyle, fitness and teamwork.	
<b>4</b>	<b>What are the proposed financial savings?</b>
Proposed annual saving for 2016/17 of £139,000.	
<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
140 service users would be impacted – their protected characteristics are unknown.	
<b>6</b>	<b>What is the impact on staff?</b>
No impact on Council staff posts.	
<b>7</b>	<b>What are the potential options are there for the use of the buildings?</b>
This proposal does not impact on Council buildings.	
<b>8</b>	<b>What other service alternatives have been considered?</b>
For youth community sports clubs to remain as separate operating units within other existing all-age clubs. This potentially disadvantages young people who may find it difficult to 'break-into' an existing team where additional resources do not exist for youth sport development.	

<b>1</b>	<b>What is the proposal?</b>
<p>The proposal is to close six public conveniences located outside of the City Centre. The two city centre public conveniences would remain open.</p> <p>The six suburban locations are as follows:</p> <ul style="list-style-type: none"> <li>• Canal Basin</li> <li>• Earlsdon (Albany Street)</li> <li>• Foleshill (Foleshill Road)</li> <li>• Radford (Jubilee Crescent)</li> <li>• Riley Square, Bell Green (Roseberry Avenue)</li> <li>• Tile Hill (Jardine Crescent)</li> </ul>	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>The location of public conveniences outside the city centre are a historic anomaly and do not reflect planned provision for need. Changing social demographics make these facilities unattractive places for the public to visit. Following the recent decision to close the public conveniences in Cheylesmore a local community group is exploring providing modern self cleansing toilets as a replacement on a self-funding basis.</p>	
<b>3</b>	<b>Service Description</b>
<b>3.1</b>	<b>What does the service do?</b>
<p>Public conveniences are generally small buildings containing male, female and disabled toilets which are available for use by the general public. These public conveniences are free of charge.</p>	
<b>3.2</b>	<b>How many people use the service?</b>
<p>Unknown. No usage data is available.</p>	
<b>3.3</b>	<b>When is the service open?</b>
<p>The public conveniences are closed overnight and closed in the early evening (around 7pm) except Albany Road which is closed later (around 9pm). Times vary as this forms part of the workload of the out of hours team and may vary because of other issues that need addressing.</p>	
<b>3.4</b>	<b>Are service users currently charged for using the service?</b>
<p>No. Facilities are provided free of charge.</p>	
<b>3.5</b>	<b>What is the history and background to the service?</b>
<p>Toilets and their locations are a historic anomaly and do not reflect any planned provision for need. Changing social demographics (e.g. an increase in the number of publicly accessible toilets in public and quasi-public buildings, more car usage etc.) make these facilities unattractive places for members of the general public to visit.</p> <p>The public toilets in Cheylesmore which have now been closed down have provided evidence that the surrounding community has managed without it.</p> <p>The Council had previously closed most suburban public conveniences in the 1990s.</p>	
<b>3.6</b>	<b>Is there any additional relevant service information? (E.g. value of service/interdependencies etc.)</b>
<p>Over the course of the past 12 months there have been allegations and complaints of drugs use and sex workers at three of the suburban locations.</p>	

The service view is that the facilities provided are not well used.	
<b>4</b>	<b>What are the proposed financial savings?</b>
£50,000	
<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
<p>Unknown. No usage data is available.</p> <p>It is generally felt that there may be several groups who could potentially be impacted and these could include older people, children, pregnant women and people with disabilities.</p> <p>Help the Aged's 'Nowhere to Go', a study undertaken in 2006 outlining toilet provision in the UK, specifically referenced older people's views on public toilet provision in their local area and respondents agreed that the lack of public toilets stopped them going out as often as they would like and meant some people felt isolated and felt that they couldn't leave the house. This may also be true in the case of people with disabilities. For instance, people with mobility problems may find it more difficult to make ad hoc use of other toilets and choose to stay at home instead.</p> <p>Generally speaking, many children also need immediate and frequent access to a toilet, in addition to pregnant women who may need access to a toilet more often as would mothers and fathers with babies who may need to change nappies.</p> <p>However, as mentioned above, there is no specific data to suggest that any of these groups are using public toilets in the six suburban locations outlined above.</p> <p>There are a number of potential mitigations:</p> <ol style="list-style-type: none"> <li>1) Seek local business/community sponsorship to keep toilet provision open and clean.</li> <li>2) There is already an increased number of publicly accessible toilets in public buildings and quasi-public buildings (pubs, restaurants, churches etc.).</li> <li>3) Collect/publish a directory of accessible toilets (however, this mitigation would require some savings to be held back and someone would need to be commissioned to undertake the work).</li> <li>4) Signage at each of the six suburban locations to direct people to nearest public toilet.</li> </ol>	
<b>6</b>	<b>What is the impact on staff?</b>
1 FTE. Grade 3. Male	
<b>7</b>	<b>What are the potential options are there for the use of the buildings?</b>
<p>There are three 'stand-alone' toilets (Foleshill, Canal Basin and Tile Hill) which can be considered for other uses, subject to planning or which could be demolished.</p> <p>The facilities at Riley Square, Earlsdon and Radford form part of another building and are therefore not suitable to be demolished. Any alternative use is likely to be restricted.</p>	
<b>8</b>	<b>What other service alternatives have been considered?</b>
<p>Close and demolish.</p> <p>Potential options could be:</p> <ol style="list-style-type: none"> <li>1) Local business sponsorship if important to community.</li> <li>2) Local action group self-management replacement (as at Cheylesmore).</li> <li>3) Promote/sponsor businesses to make toilets generally available to public.</li> <li>4) Promote web site /app of accessible toilets.</li> </ol>	

<b>1</b>	<b>What is the proposal?</b>
<p>The proposal is to 'asset transfer' the remaining 6 Council owned community centres to community organisations on a full responsibility basis. At present these community centres are owned by the Council and managed by community associations but with no lease in place between the Council and the community association.</p> <p>The community associations are responsible for the day to day running of the community centres including the payment of utility costs but there is a split repairing and maintenance liability between the Council and the community association. The Council is also responsible for the cost of building insurance. The Council is therefore providing a subsidy to the community associations.</p> <p>The proposal is to remove this 'subsidy' for repairs and maintenance and insurance to the community associations and to grant the community associations long leases on a full repairing and insuring basis.</p> <p>This will result in the remaining 6 Council owned community centres moving to self management on a full cost sustainable basis. The proposal is to enter in to a lease with each community association within 12 months. If this change is not implemented within a 12 month period the proposal would be to either find an alternative community organisation to take on the management and leasehold interest or, if it is an option to close the community centre.</p> <p>The 6 community centres are:</p> <p>Stoke Aldermoor Life Centre Canley Community Centre Foleshill Community Centre** Henley Green Community Centre Holbrooks Community Centre Radford Community Centre.</p> <p>** There is currently no community organisation managing Foleshill Community Centre. The Council is managing on an interim basis</p>	
<b>2</b>	<b>What is the rationale for this particular proposal and what are the key messages?</b>
<p>There are over 30 community centres within Coventry, some are wholly in private ownership but 17 are subject to leases from the Council i.e. the Council owns the freehold and has granted some form of leasehold interest.</p> <p>A number of the community organisations managing these community centres have always had long leases from the Council and have always been self managing on a full cost sustainable basis.</p> <p>Prior to 2010 there were, however, a number of Council owned community centres with community associations managing the buildings but where there was no lease in place between the Council and the community association and with shared liabilities.</p> <p>Under the Council's Community Asset Transfer Policy (which was approved in 2010) a number of community associations who were managing these Council owned community centres, have successfully transferred to full self management with the grant of a lease from the Council, these include Bell Green, Cheylesmore, Wyken and Haggard Community Centres.</p> <p>The remaining 6 Council owned community centres have, for a number of different reasons, either not progressed at all or have not progressed as far in the Community Asset Transfer process.</p>	

The community associations currently managing Henley Green Community Centre and Stoke Aldermoor Life Centre are now progressing towards the completion of leases. Radford Community Association has been keen to progress but progression has had to be put on hold until a decision is made as to whether Radford Community Centre will form a hub location.

The proposal is to grant leases in respect of the remaining 6 community centres within the next 12 months which would result in all Council owned community centres becoming self managed without any Council subsidy.

The Council can no longer afford to continue to subsidise the remaining community centres where leases have not been completed and does not have the capital funding to invest in the long term maintenance of the buildings. The success of those community associations where long leases have already been granted, particularly those organisations who have been successful in securing external capital and revenue grant funding, should be used to encourage those remaining community associations to enter in to long leasehold interests.

Community centres management committees are generally positive to taking over management of community centres.

<b>3</b>	<b>Service Description</b>
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<b>3.1</b>	<b>What does the service do?</b>
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Each community centre has a different range of activities. Example of the activities currently taking place at each community centre are as follows:

**Stoke Aldermoor:** bingo, sewing group, knitting, over 55's lunch group, Pinley over 60's, family cooking sessions, resident association meetings

**Canley:** Various dance groups, bingo, use by faith groups.

**Holbrooks:** Martial Arts, wrestling classes, CATS, whist club, use by faith groups

**Henley Green:** Keep fit classes, bingo, 'tea and talk' sessions, resident's association meetings

**Radford:** Age UK exercise classes, senior citizen's clubs, lunch club, fitness classes, tea dances.

**Foleshill:** Martial arts club, youth clubs, Friday Prayers, lectures

In addition to the above activities run by individuals/organisations, the Council runs Adult Education classes at Stoke Aldermoor Life Centre and Henley Green community centres and Youth Services run activities from Henley Green and Radford community centres.

Radford Library is situated within Radford Community centre.

<b>3.2</b>	<b>How many people use the service?</b>
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The number of people using each of the community centres varies on a daily basis depending on the activities that are being run. Numbers will fluctuate for booked activities on a weekly basis and will also vary if one off events take place.

<b>3.3</b>	<b>When is the service open?</b>
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The opening hours for each of the 6 community centres varies. All are open for activities from Monday to Friday but the number of activities per day varies. Most also run activities on at least some weekday evenings.

There is also weekend activity at all of the community centres, whether for specific events i.e. a room is hired for a specific event or for a regular weekly event e.g. use by faith groups.

<b>3.4</b>	<b>Are service users currently charged for using the service?</b>
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Charges will vary depending on the activity.

There will be charges for individuals attending activities such as dance classes, martial arts groups, bingo sessions, lunch clubs etc. The charges will be set by the event organiser.

Some activities/sessions may be free of charge.

<p>The community associations will charge the organisations/individuals who are hiring the space to run the activities.</p>	
<b>3.5</b>	<b>What is the history and background to the service?</b>
<p>In 2008 the Council developed a 10 year strategy 'Supporting Community Groups, Neighbourhoods and Community Cohesion' and in 2010 the Council's Community Asset Transfer Policy was approved.</p> <p>At the time of the implementation of the Community Asset Transfer Policy the Council recognised the benefits associated with transferring assets to communities. The Community Asset Transfer process follows a set process following an initial expression of interest from the community organisation.</p> <p>Of the 6 remaining Council owned community centres currently being subsidised by the Council because no lease is in place; Foleshill Community Centre is currently being managed by the Council on an interim basis following the departure of the previous community association, Stoke Aldermoor Life Centre, Holbrooks Community Centre and Radford Community Centre have all been managed by the same community associations for many years. Henley Green Community Centre has seen a new community organisation take over the management of the community centre from October 2014. Canley Community Centre has seen a number of changes in the past few years to the management committee.</p>	
<b>3.6</b>	<b>Is there any additional relevant service information? (e.g. value of service/interdependencies etc.)</b>
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<b>4</b>	<b>What are the proposed financial savings?</b>
Approx. £30,000 per annum.	
<b>5</b>	<b>What is the potential impact on service users (see Equality and Consultation Analysis) and what is the potential mitigation?</b>
<p>If a long leasehold interest is granted, even though the Council is withdrawing the subsidy it is currently providing in respect of repair &amp; maintenance and insurance costs there should be no impact on the service users as the community association will become self managing and on a full cost sustainable basis. With a long lease in place the community associations will be able to seek external revenue and capital grant funding, which could improve the facilities and improve provision for service users. If the community associations do not enter in to leases after the 12 month period the proposal would be to close the community centre, if there is no alternative community organisation prepared to step in and take on the management and a leasehold interest.</p> <p>There would be an impact on service uses if the community centres were closed. The Council currently runs a Library Service and Youth Service out of Radford Community Centre, an Adult Education service out of Stoke Aldermoor Life Centre and an Adult Education and Youth Service out of Henley Green Community Centre.</p> <p>The community associations run some activities themselves but many activities are run by organisations/individuals who hire space within the community centre. If the community centres close these activities would cease in that location and organisers would have to find alternative venues.</p> <p>There is a children's nursery operating out of Henley Green Community Centre, where the Council has an obligation under the lease to the nursery provider to keep the community centre building open and to provide services.</p>	
<b>6</b>	<b>What is the impact on staff?</b>
Nil if leases are granted and the community centres move to self management on a full cost sustainable basis.	

There would be an impact on Council staff if community centres which provide Council services close.

**7 What are the potential options are there for the use of the buildings?**

If the existing community organisations are not willing to go down the asset transfer route the Council will try and find alternative community organisations willing to take on a leasehold interest and manage the community centres, with the new organisation taking on the full liability for outgoings and repairs & maintenance.

If there is no other community organisation to take on the management and leasehold interest the Council would, where feasible, seek to close the community centres and to dispose of the sites to generate a capital receipt. This, however, may prove difficult for some of the community centres because of their location e.g. Henley Green and Holbrooks community centres are both attached to schools.

If the Council is seeking to dispose of the sites any disposal would be subject to planning and if a centre was closed and development promoted for uses other than social or community uses there would likely to be an expectation that a S106 agreement would be sought for investment in alternative community provision.

**8 What other service alternatives have been considered?**

As part of the strategy for 'Supporting Community Groups, Neighbourhoods and Community Cohesion' a Community Organisation Support (COS) grant was approved for community centres. Each community centre agreed to a grant aid agreement with the criteria set by the Council's Neighbourhood Action Team at the time. This required community organisations to put in place good practice and governance. Each community centre which applied was supported by Neighbourhood Action officers and was awarded £10k per financial year.

COS funding was withdrawn in 2012.