

<b>Library</b>	<b>Bedale</b>	
<b>Category</b>	<b>2</b>	
<p><b>Milestones achieved</b>  Group established – Steering group to be formed as a sub-group of Bedale and Villages Forum  There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.  Proposal received 1 November 2011  Other support accessed from Rural Action Yorkshire (RAY) via Active Communities project funded by Performance Reward Grant</p>		
<b>NYCC staffed opening hours per week</b>	Current: 25	Proposed: 20
<p><b>Summary of community proposal</b>  The Bedale &amp; Villages Community Forum has established a sub group to encourage volunteer support for Bedale Library, to support the co-ordination of the volunteers and to work alongside Rural Action Yorkshire and the Northallerton &amp; District Volunteer Association to identify and address skills/resource requirements for the volunteers.</p>		
<p><b>Summary of independent assessment carried out by Rural Action Yorkshire (RAY)</b>  Bedale &amp; Villages Community Forum are leading proposals for a “community solution”. The group is well established and resourced with a good record of developing local projects.  Their proposals are in early stages of development but aim to use volunteers to ensure current hours of library service are maintained from April 2012.  Initial discussions with RAY have highlighted support and development needs including developing their business/project plan; training for steering group members; volunteer recruitment and management; and legal and safeguarding issues.</p>		
<p><b>Recommendation</b>  It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.</p>		

<b>Library</b>	<b>Bentham</b>
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<b>Category</b>	<b>2</b>	
<p><b>Milestones achieved</b>  Group established – Friends of Bentham Library  Constitution adopted  There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.  Proposal received 27 October 2011  Other support accessed from Craven Council for Voluntary Service (CVS) via the Active Communities Project funded by Performance Reward Grant.</p>		
<b>NYCC staffed opening hours per week</b>	Current: 14	Proposed: 10
<p><b>Summary of community proposal</b>  The group is intending to recruit volunteers and seek funding to set up a number of community activities in the library. They aim to maintain the current opening hours and encourage greater use of the building to boost income thus improving the sustainability of the service.</p>		
<p><b>Summary of independent assessment carried out by Craven CVS</b></p> <p>The Bentham library group have recently agreed a constitution and have set up fundraising and volunteering sub groups. They have also approached the Town Council to be the accountable body for the project. 17 people have come forward to be volunteers, one of whom is a retired librarian.</p> <p>The group are in discussion with NYCC regarding insurance, CRB checks, liabilities, roles and responsibilities and other issues. Once a clear idea of costs has been reached further business planning will take place.</p> <p>Initial key areas for development identified include Volunteer Management, Governance, Fundraising &amp; Safeguarding / CRB Check requirements.</p> <p>This group has a fair chance of success, but requires further clarification from NYCC around some of the development issues above.</p>		
<p><b>Recommendation</b></p> <p>It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.</p>		

<b>Library</b>	<b>Boroughbridge</b>
<b>Category</b>	<b>2</b>

<p><b>Milestones achieved</b>  Group established – Boroughbridge Area Community Library Association (BACLA)  Constitution adopted  There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.  Proposal received 23 September 2011  Other support accessed from Ripon Council for Voluntary Service (CVS) via the Active Communities Project funded by Performance Reward Grant.</p>		
<p><b>NYCC staffed opening hours per week</b></p>	<p>Current: 22</p>	<p>Proposed: 18</p>
<p><b>Summary of community proposal</b>  The group are proposing to take over and manage the letting of the room above the library to increase community use. This will lead to increased income which will be used to maintain resources and facilities in the library. They are also planning to recruit volunteers to maintain current opening hours, with a view to extending opening hours in future.</p>		
<p><b>Summary of independent assessment carried out by Ripon CVS</b>  Boroughbridge Area Community Library Association has the full support of the Town Council and the surrounding Parish Councils. The withdrawal of the mobile library service has brought in further support from the surrounding rural hinterland.  A constitution has been adopted and roles and responsibilities identified and agreed. The Association’s committee includes a qualified accountant; and a local solicitor is happy to give advice on an ad hoc basis. They understand the need for policies and procedures relative to current legislation and are preparing such documents.  A volunteer co-ordinator has been agreed and volunteers are being identified.  A business plan was submitted earlier in the year. This includes the generation of additional income to support their library initiative from room hire in the building. There is a long term vision to develop the facility as a Community Hub offering additional community services to help provide further income.  Areas for operational development include volunteer management and training plus support work on policies and procedures, along with the methodology for running a library service.  Ripon CVS feel that, with relevant support, Boroughbridge Area Community Library Association will be ready for the April deadline.</p>		
<p><b>Recommendation</b>  It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.</p>		

<p><b>Library</b></p>	<p><b>Colburn</b></p>
<p><b>Category</b></p>	<p><b>2</b></p>

**Milestones achieved**

Group established - Friends of Colburn Library

Constitution adopted

There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.

Proposal received 31 October 2011

Other support accessed from Richmondshire Council for Voluntary Service (CVS) and Rural Action Yorkshire (RAY) via the Active Communities Project funded by Performance Reward Grant.

**NYCC staffed opening hours per week**

Current: 27

Proposed: 20

**Summary of community proposal**

Friends of Colburn Library are proposing to provide assistance in the provision of library services to the general public, raising funds and undertaking community activities to further the purposes of the library. The day to day activities will be undertaken by volunteers who will undergo a robust recruitment and selection process.

**Summary of independent assessment carried out by Rural Action Yorkshire (RAY)**

'Friends of Colburn Library' are in the early stages of their development of a 'community solution'.

A steering group has been established with local community representatives including the Town Council, residents and a number of local groups.

Their legal status is in the process of being adopted, and policies and procedures are being developed.

FOCL aim to work closely with NYCC Library Services to maintain the current level of service offered within Colburn Library (27hrs per week) from April 2012. Initial meetings have been held between the group and NYCC Library Services.

Initial discussions with RAY have highlighted support and development needs including developing their business/project plan; training for steering group members; volunteer recruitment and management; and legal and safeguarding issues.

**Recommendation**

It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.

**Library**

**Easingwold**

**Category**

**2**

**Milestones achieved**

Group established – Steering group

There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.

Proposal received from Easingwold Community Care Association 16 July 2011

Other support accessed from Harrogate Council for Voluntary Service (CVS) via the Active Communities Project funded by Performance Reward Grant.

**NYCC staffed opening hours per week**

Current: 27.5

Proposed: 25

**Summary of community proposal**

Easingwold Town Council are proposing to relocate their office into the library. In addition, Easingwold District Community Care Association (EDCCA) is proposing to move into the library building and provide some front of house support and opening the library when their staff are in the building – Monday to Friday 10 am to 1pm. EDCCA will also recruit and manage volunteers to support the library service.

**Summary of independent assessment carried out by Harrogate CVS**

A Library Working Group has been formed to take forward proposals for community support to the library, involving Easingwold Town Council (ETC) and Easingwold District Community Care Association (EDCCA). District and County Councilors and voluntary groups are also involved.

The Working Group is proposing enhanced provision/usage of the library by relocating key community organisations into the building, including the Town Council and Community Care Association.

In addition, Hambleton District Council is reviewing its local office and may also wish to be part of this. Volunteers would be recruited to assist/support the professional staff, managed by a Library Advisory/Support Group (this has yet to be formed/constituted).

The proposal seems viable in principle following resolution of outstanding issues including provision of detailed information on relocation issues (costs /rent/service agreements etc) and information on the scale of volunteer support required from April 2012.

**Recommendation**

It is recommended that the Executive:

- a) agree to officers continuing to negotiate with Easingwold Town Council with a view to establishing a licence agreement to move their office into the library; and
- b) agree to officers continuing to negotiate with the Easingwold District Community Care Association and Easingwold Library Group with a view to establishing a formal service agreement, and licence agreement with EDCCA.

<b>Library</b>	<b>Eastfield</b>
<b>Category</b>	<b>2</b>

<b>Milestones achieved</b>	
There have been meetings between representatives of Eastfield Parish Council, local agencies and NYCC officers in addition to telephone conversations and email contact. There have also been discussions with Scarborough Borough Council and Seachange.	
<b>NYCC staffed opening hours per week</b>	Current: 38 Proposed: 30
<b>Summary of community proposal</b>	
The group have yet to produce a proposal. However, discussions are taking place with Yorkshire Coast Homes about joint working with a view to maintaining library opening hours through the use of their staff.	
<b>Summary of independent assessment carried out by Seachange</b>	
The Parish Council are leading on the development of a proposal to maintain or extend the current provision. A steering group including members of the Parish Council, Scarborough Borough Council and Yorkshire Coast Coast Homes has been established.	
The Library houses a range of stakeholder organisations and the intention is that they will be trained by NYCC to provide Library services. The group sees this as a more sustainable alternative than using volunteers from the local community.	
Community groups (e.g. Eastfield Residents Association) will also be invited to relocate and undertake their activities from within the Library and be trained to fulfil this function. The Parish Council is seeking to ring fence its own funds for additional activities.	
Key development needs include library training for volunteers. Other support needs may be identified as the proposal progresses.	
High level of stakeholder support from organisations already operating from within the Library is being established to undertake Library services. The Parish Council are confident that the April deadline is achievable.	
<b>Recommendation</b>	
It is recommended that the Executive agree to officers continuing discussions with the group, Yorkshire Coast Homes and other partners.	

<b>Library</b>	<b>Helmsley</b>
<b>Category</b>	<b>2</b>

<p><b>Milestones achieved</b>  No group established yet  There have been meetings between representatives of Helmsley Town Council and NYCC officers in addition to telephone conversations and email contact.  No proposal yet received but looking at recruiting volunteers</p>		
<p><b>NYCC staffed opening hours per week</b></p>	<p>Current: 19</p>	<p>Proposed: 15</p>
<p><b>Summary of community proposal</b>  No proposal yet received but Helmsley Town Council is looking at recruiting volunteers</p>		
<p><b>Summary of independent assessment carried out by Seachange</b></p> <p>Helmsley Town Council is taking the lead in developing a proposal to maintain or extend existing hours.</p> <p>The Town Council hope to develop additional activities within the Library to encourage more and wider usage. They are exploring potential partnerships e.g. with Helmsley Arts Centre and Helmsley primary school.</p> <p>Approximately 100 people attended a public meeting and volunteers came forward to support this process.</p> <p>Key development needs include library training for volunteers and other support needs may be identified as the proposal progresses.</p>		
<p><b>Recommendation</b></p> <p>It is recommended that the Executive agree to officers continuing to negotiate with representatives of Helmsley Town Council with a view to establishing a formal service agreement.</p>		

<p><b>Library</b></p>	<p><b>Ingleton</b></p>
<p><b>Category</b></p>	<p><b>2</b></p>

<p><b>Milestones achieved</b></p> <p>There have been meetings between representatives of the management committee of Ingleborough Community Centre, Ingleton Parish Council and NYCC officers in addition to telephone conversations and email contact.</p> <p>Other support accessed from Craven Council for Voluntary Service (CVS) via the Active Communities Project funded by Performance Reward Grant.</p>		
<p><b>NYCC staffed opening hours per week</b></p>	<p>Current: 21</p>	<p>Proposed: 15</p>
<p><b>Summary of community proposal</b></p> <p>No proposal has yet been received but there have been discussions indicating the possibility of the library being open when the community centre is open, subject to the installation of a self service machine.</p>		
<p><b>Summary of independent assessment carried out by Craven CVS</b></p> <p>Ingleton Library is based in Ingleborough Community Centre who are very positive about continuing library provision. They have been in contact with NYCC and asked for further detail regarding how many hours were likely to be cut and possible solutions.</p> <p>Possible solutions include installation of a self issue machine to be monitored by the centre manager. This would mean the library was available whenever the centre was open.</p> <p>It is not yet possible to identify the development needs of the group. Support is being offered to all Craven Groups including Volunteer Management Training and funding advice.</p> <p>This project has not advanced very far to date. However due to the simplicity of the proposal it is anticipated that the solution could be progressed very quickly.</p>		
<p><b>Recommendation</b></p> <p>It is recommended that the Executive agree to officers continuing to negotiate with the community centre management committee and Ingleton Parish Council with a view to establishing a formal service agreement.</p>		

<p><b>Library</b></p>	<p><b>Kirkbymoorside</b></p>
<p><b>Category</b></p>	<p><b>2</b></p>



<p><b>Milestones achieved</b>  Friends of Church House Group to be established.  There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.  Proposal received 20 September 2011</p>		
<p><b>NYCC staffed opening hours per week</b></p>	<p>Current: 22</p>	<p>Proposed: 20</p>
<p><b>Summary of community proposal</b>  Kirkbymoorside Town Council are proposing to promote the use of volunteers to maintain the current level of opening hours. The main thrust of their proposal is to encourage greater use of Church House by community groups and they are prepared to arrange opening and locking of the building for out of hours hiring of the meeting rooms. They are also proposing to hold their Town Council meetings and councillor surgeries in Church House and to pay NYCC an annual fee for a front office service. All of this is with a view to increasing income to be used for the benefit of Kirkbymoorside library.</p>		
<p><b>Summary of independent assessment carried out by Seachange</b>  The Town Council are leading on developing a community-led solution which will encourage greater use of Church House by community groups.  A Friends of Church House group will be established to recruit and manage volunteers. A range of activities are to be developed to generate income for the Library and provide sustainability for Church House.  Town Councillors have received training from NYCC Libraries staff and are opening the Library during their surgery hours. Training and support will be needed for the new group.  The Friends of Church House Group has a good chance of success and will have the full support of the Town Council and access to their expertise.</p>		
<p><b>Recommendation</b>  It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.</p>		

<p><b>Library</b></p>	<p><b>Leyburn</b></p>
<p><b>Category</b></p>	<p><b>2</b></p>

<p><b>Milestones achieved</b>  Group established – Leyburn Town Council  There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.  Other support accessed from Rural Action Yorkshire (RAY) via the Active Communities Project funded by Performance Reward Grant.</p>		
<p><b>NYCC staffed opening hours per week</b></p>	<p>Current: 19</p>	<p>Proposed: 15</p>
<p><b>Summary of community proposal</b>  Richmondshire Distict Council (RDC) is to move their community office into the library building which is situated in Thornborough Hall. RDC are willing for the library to be available to the general public whenever their staff are present and the Town Council are looking to recruit volunteers to support this. It is intended that the new arrangements will start from January 2012.</p>		
<p><b>Summary of independent assessment carried out by Rural Action Yorkshire</b></p> <p>The current library services will be maintained as a District Council community office, relocated into existing library space.</p> <p>The District Council and NYCC Library Services will be sharing premises. Alterations to premises should be complete by end of year.  District Council staff will be trained to provide library support and the Town Council has held meetings to identify volunteers. Further follow up meetings are planned.</p>		
<p><b>Recommendation</b></p> <p>It is recommended that the Executive note the progress that has been made towards making the library service in Leyburn more sustainable and more accessible to the public and to establish a service level agreement in partnership with RDC and Leyburn Town Council.</p>		

<p><b>Library</b></p>	<p><b>Pateley Bridge</b></p>
<p><b>Category</b></p>	<p><b>2</b></p>

**Milestones achieved**

Group established – sub-group of Nidderdale Strategic Partnership

There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.

Proposal received 31 October 2011

Other support accessed from Ripon Council for Voluntary Service (CVS) via the Active Communities Project funded by Performance Reward Grant.

**NYCC staffed opening hours per week**

Current: 16 hours plus 2.5 hours of supermobile

Proposed: 13 hours plus 2 hours of supermobile

**Summary of community proposal**

Nidderdale Plus Partnership propose to take over the running of the library, initially in the current unsuitable, non Disability Discrimination Act compliant, building on the High Street with a view to alternative premises being secured by April 2013. Nidderdale Plus will provide staffing and volunteers. They are intending to maintain current opening hours as a minimum.

**Summary of independent assessment carried out by Ripon CVS**

The Nidderdale Strategic Partnership Library Working Group is developing proposals for Pateley Bridge. Nidderdale Plus is the accountable body for the project. The nature of both leading groups has ensured local community involvement and support.

Nidderdale Plus have been in discussion for a long time around future arrangements for the community supported library and explored a number of potential other locations. However, there are strong feelings in Pateley Bridge to retain the library on the High Street.

Discussions have taken place with NYCC about retaining the library on the High Street for an interim period and a proposal to remain in current premises was submitted at the end of October.

**Recommendation**

It is recommended that the Executive agree to officers continuing discussions with the group regarding the use of volunteers etc whilst re-examining options previously considered for the relocation of the library.

<b>Library</b>	<b>Scalby</b>
<b>Category</b>	<b>2</b>

**Milestones achieved**

There have been meetings between County, District and Parish Councillors and NYCC officers in addition to telephone conversations and email contact.

There has been no written proposal received as yet.

Other support accessed from Seachange via the Active Communities Project funded by Performance Reward Grant.

**NYCC staffed opening hours per week**

Current: 41.5

Proposed: 30

**Summary of community proposal**

No formal proposal has been received as yet but a local group is forming a steering group with the intention of recruiting volunteers to maintain current opening hours and to develop further activities within the library. This will include piloting the training for volunteers to run the library outside of current opening hours in the run up to the new hours of operation from 1st April 2012 in order to give first hand experience prior to taking on the role after 1 April 2012.

The community are also pursuing the involvement of year 10/11 pupils from the local secondary school in Scalby as volunteers

**Summary of independent assessment carried out by Seachange**

A public meeting and an open day have been held. Both were well attended and members of the community have come forward expressing an interest in either being a member of a steering group, a volunteer within the library, or both.

Further meetings are now being planned to formalise a group and start development of a proposal. This group will need appropriate training and a development plan will be produced to identify these needs.

There is wide support from local Councillors and from within the community. With appropriate support through Seachange, NYCC and other partners a viable community led solution should be achievable.

**Recommendation**

It is recommended that the Executive agree to officers continuing to negotiate with local representatives with a view to establishing a formal service agreement.

**Library****Starbeck****Category****2**

<p><b>Milestones achieved</b>  Group established – Starbeck Library Friends  Constitution being discussed.  There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.  Proposal received on 3 November.  Other support accessed from Harrogate Council for Voluntary Service (CVS) via the Active Communities Project funded by Performance Reward Grant.</p>		
<p><b>NYCC staffed opening hours per week</b></p>	<p>Current: 24 hours</p>	<p>Proposed: 18</p>
<p><b>Summary of community proposal</b>  Aim to use volunteers to maintain current opening hours with a view to increasing opening hours and developing activities.</p>		
<p><b>Summary of independent assessment carried out by Harrogate CVS</b></p> <p>A Management Committee has been formed and key officers appointed. Work is taking place on disseminating information to the wider volunteer group; identifying a suitable Constitution; and developing role descriptions for Management Committee posts. 25 volunteers have so far been identified to support the library service.</p> <p>The Committee are seeking further information about the hours and days the library needs to be staffed by volunteers, and considering other issues e.g. around insurance and fundraising.</p> <p>A Work Plan for the coming months will ensure the group is ready to take on the responsibility for some library hours from 1 April 2012.</p> <p>The Work Plan priorities are likely to include establishing a formal constitution and bank account for the Group; exploring options for fundraising to cover the cost of CRB checks, volunteer expenses, insurance and other costs; compiling relevant policies and procedures; planning volunteer training and the organisation of a library rota; and consideration of additional community activities within the library.</p> <p>Continuing CVS support will be required to ensure the group is able to undertake this work in the coming months.</p>		
<p><b>Recommendation</b></p> <p>It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.</p>		

<p><b>Library</b></p>	<p><b>Tadcaster</b></p>
<p><b>Category</b></p>	<p><b>2</b></p>

**Milestones achieved**

Group established – Friends of Tadcaster Library

Constitution adopted

There have been meetings between representatives and NYCC officers in addition to telephone conversations and email contact.

Proposal received 21 September 2011

Other support accessed from Rural Action Yorkshire (RAY) and Selby AVS via the Active Communities Project funded by Performance Reward Grant.

<b>NYCC staffed opening hours per week</b>	Current: 20	Proposed: 18
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**Summary of community proposal**

The group proposes to provide a volunteer resource to work in Tadcaster Library to promote and develop new services, and promote and encourage increased use of the current services and facilities by local people and organisations. They intend to initially maintain the current opening hours and increase them in line with demand. They have identified a large number of volunteers.

**Summary of independent assessment carried out by Rural Action Yorkshire (RAY)**

A Friends of Tadcaster Library steering group has been formed as an unincorporated association to provide volunteer support to current NYCC library Services.

The Friends group has a clear plan to sustain and enhance current provision, with support from Town Council, local parish councils and a County Council champion. The Group have a draft budget and business/project plan in place.

The group has identified 80 volunteers and volunteers are already in place to cover the Dec – April period.

Initial discussions with RAY have highlighted support and development needs including volunteer recruitment and management; advice on insurance and support for costs; and legal and safeguarding issues.

**Recommendation**

It is recommended that the Executive agree to officers continuing to negotiate with the group with a view to establishing a formal service agreement.