

Written statement of a non-key officer decision
Assistant director communities

Title	Library service review of charges
Decision maker	Assistant director communities
Date of decision	4 September 2017
Report exemption class	Open
Purpose	<p>To approve proposed changes to charges for services offered by the library service. A full review of library charges is required to ensure charges are appropriate for all customers to understand; that they cover costs and generate additional income where possible; and that they encourage library use, not discourage it.</p> <p>The proposed changes are in response to a cabinet report of 13 October 2017. A staffing and efficiency target of £80k was set for the financial year 2017/18. The proposed changes to charging will contribute towards the saving target. They are designed to balance the need to recover costs, against the need to encourage and inhibiting use by some members of the public. They are further designed to encourage library use by key groups, particularly children and young people; and to enable easier use of the self-service library kiosks.</p> <p>It is proposed that the changes in charges are introduced during national libraries week with a week long amnesty on overdue books. An amnesty provides a period of time along with recalling books people have not returned.</p>
Decision	<p>That:</p> <p>a) the proposed list of charges (at appendix 1) for services offered by the library service be approved and implemented from 9th October 2017;</p> <p>b) an amnesty on overdue charges across Herefordshire Libraries runs during National Libraries Week (week of 9th October 2017);</p> <p>c) charges be reviewed annually and where appropriate increased in line with inflation with delegated authority to the Library Services Manager.</p>
Reason for the decision	<p>As set out in the report. Documents relating to this decision are available at</p> <p>http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50022860</p>
Consultation	The Joint Actions for Herefordshire Libraries (JAHL)
Options considered	Current charges to be maintained. This would potentially be well received by some users, particularly adults, but would continue to

	discourage usage by children and young people. Maintaining current charges would mean that cost savings for the service would become increasingly difficult to achieve.
Declarations of interest	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	11 September 2017

Officer:	Date 4 September 2017
Assistant director communities (Natalia Silver)	