

## Appendix 1 Summary of decisions and documents

The following reports and documents are relevant to the consideration in General Scrutiny Report on Museums, Libraries and Archives - all the reports / documents are published and available through the Herefordshire Council website.

Title	Date
<p><b>Options for Museums, Customer Services and Libraries (cabinet report)</b> The purpose of this report was to present to cabinet the options for the future operation of museums, customer services and libraries and in the light of budget pressures and changing trends in accessing services; and for cabinet to make a decision based on the options presented. A series of service changes were agreed based on operating a core service model.</p>	19 September 2013
<p><b>Customer Services and Libraries (cabinet report)</b> The purpose of this report was to outline options for customer services and libraries in the light of continued budget pressures and for cabinet to consider future delivery of centres and services for implementation in 2015/16. Service changes were agreed though recommendation, including combining Hereford Library and Hereford Customer Services though on consideration this was not progressed.</p>	23 January 2014
<p><b>Hereford Library and Museum (cabinet report)</b> The purpose of this report was to consider implications and choices regarding Hereford library and museum in light of its current temporary closure and impacts on overall library, museums and customer services provision. The decision agreed capital works on Hereford Library and invited the Hereford Library Users' Group (working with other relevant stakeholders) confirm by the end of February 2016 options for the library.</p>	3 December 2015
<p><b>Museum and Archive Services (cabinet report)</b> The purpose of this report was to consider initial options for future operation of the museum and archive service, specifically savings and income plan, agree investment in the Old House (now renamed Black and White House), and longer term options for future sustainable delivery of the service be developed to include exploration of trust, transfer and shared service arrangements with suitable heritage partners. The report outlined the principles of the library and museum support fund.</p>	10 March 2016
<p><b>Hereford Library and museum response (cabinet report)</b> The purpose of this report was to consider the response to the proposals submitted by Hereford Library Users' Group (HLUG) regarding the future operation of Hereford library and museum. The decision was to conduct necessary capital works and remaining funds to be used as match funding for a development scheme, led by HLUG or other partner, subject to the development scheme progressing within a two year period.</p>	9 May 2016
<p><b>Customer Services and Libraries (cabinet report)</b> The purpose of the report to present the model for future operation of customer services and libraries across the county to go some way to meet the MTFs targets. This led to the decision to retain library service in Hereford city and the five market towns with an appointment based approach in the market towns customer service function; Belmont Library becoming a community library and Bromyard library managed under contract by Halo; capital investment in Ross and Leominster libraries; and soft market test of the library service.</p>	13 October 2016
<p><b>Response to the LGA Peer Review of Museums, Libraries and Archives (cabinet member report)</b> The purpose of the report was to outline progress in the service areas of museums, libraries and archives in light of the recommendations of the LGA (local government association) peer challenge; and associated decisions in relation to the services under review. The report covered key activity relating to</p>	26 October 2017

<p>the delivery of the LGA recommendations specifically in terms of producing plans outlining the service and process for exploring outsourcing the services. The report also seeks agreement of two key expenditure items relating to the services – namely requirements to repair the roof in Hereford to prevent weather damage and one-off investment in the Weeping Window project. The decision included work for Hereford Library roof and maintenance work be undertaken at a cost of no more than £200k capital expenditure.</p>	
<p><b>Soft Market Test Feedback</b>  The feedback document brought together submissions made by four organisations who provided information. Soft market test is a commonly used tool to understand the interest in operating services with information submitted voluntarily by companies (this is not a procurement). The soft market test was launched on 7th November 2017 with a deadline of 4th January 2018.</p>	<p>24 January 2018</p>
<p><b>Museum Resilient Report</b>  The report was commissioned by Herefordshire Council in partnership with HMSSG (Herefordshire Museum Service Support Group) with funding from Heritage Lottery. The work was conducted by Prince and Pearce to review the options for the museum service to support sustainability of the service.</p>	<p>24 January 2018</p>