

## ANGUS COUNCIL

## ENVIRONMENTAL AND LEISURE SERVICES COMMITTEE – 16 OCTOBER 2003

## BRECHIN LIBRARY TEMPORARY CLOSURE

## REPORT BY THE DIRECTOR OF LEISURE SERVICES

**ABSTRACT**

This report seeks permission to close Brechin Library from Monday 24 November 2003 to Monday 5 January 2004 to allow the first phase of improvements to be carried to the staff accommodation, toilets and former Museum area in Brechin Library. In addition permission is also being sought to offer a restricted library service from the former Museum for a period of eight weeks from Monday 5 January 2004 whilst the remainder of the library has its redundant electrical wiring system replaced and is repainted.

**1. RECOMMENDATIONS**

It is recommended that the Committee agrees to: -

- a) The closure of Brechin Library from Monday 24 November 2003 to Saturday 3 January 2004 to allow the first phase of the upgrade works at Brechin Library to be carried out.
- b) Providing a restricted library service from the former Museum area in the library whilst the necessary rewiring and repainting work is carried out in the remainder of the library for a period of eight weeks commencing Monday 5 January 2004

**2. BACKGROUND**

In October 2002 the Council agreed to relocate Brechin Museum from Brechin Library to Brechin Town House (Report No 1280/02).

This presented the opportunity to improve the layout of library services within the building. After careful consideration, the following improvements include: -

- The children's library will be relocated to the former Museum area which will provide better space for extension activities such as author talks and story telling sessions.
- The library reception desk will be moved from its cramped position near the entrance to a position in the present children's area between the librarian's office and the library workroom.
- A browsing area for audio/visual materials and newspapers/periodicals will be created in part of the area formerly occupied by the library desk and children's library.
- The staff room area will be enlarged by absorbing a small section of the current workroom.
- Public toilet facilities will be upgraded to include the provision of a disabled facility

These changes will significantly improve the library service for both customers and staff.

Work already included in the Council's Planned Maintenance Programme for 2000/04 is the replacement of the redundant electrical wiring system and the repainting of the interior of the library.

In order to minimise the disruption and inconvenience to the users of Brechin Library it is proposed that both projects be carried out in a phased and co-ordinated manner as follows: -

**Phase One: Monday 24 November 2003 to Saturday 3 January 2004**

Works will be carried out to upgrade the former Museum area, public toilets and staff facilities. The Health and Safety section of Personnel have advised that because of the nature of the upgrade works which will involve disruption to water and electrical services plus the temporary suspension of staff facilities the building will have to be closed to both public and staff whilst these works are being carried out.

Once work has been completed on the first phase a temporary library service will be created within the former Museum area. As comprehensive a selection as possible of library materials both for adults and children will be sited in this area for eight weeks whilst the remainder of the library upgrading work proceeds.

### **Phase Two: Monday 5 January 2004 Saturday 8 March 2004**

Upgrade work will be carried out in the remainder of the library which will be unavailable to either staff or public whilst this work proceeds. These works will involve replacing the redundant electrical wiring system and repainting the library as well as replacing and resiting the library reception desk.

To comply with Health and Safety regulations there will be no access to or from the rest of the library while this upgrade work is being carried out. Access to the temporary library service will be from the lane at the back of the library through the present emergency exit to the former Museum.

Clear signage will be placed in the lane advising library users of the temporary access arrangements and additional lighting will be installed to ensure that the lane is properly illuminated.

Customers will be advised in advance of the disruption, and all possible steps will be taken to ensure that the inconvenience is kept to a minimum, including the incurring of unnecessary fines. We will program our automated library system to ensure that customers will not incur overdue charges for the periods when the library is closed. In addition we will inform customers that they can borrow additional library items in advance of the library closure.

### **Reopening of Brechin Library**

Following the completion of Phase 2 on 8 March it will be necessary to close the library for a further week to allow the children's library to be set up in the former museum area and for the temporary loan collections to be reshelved within the main library.

## **3. FINANCIAL IMPLICATIONS**

The cost of the works has been included in the Planned Maintenance budget for 2003/04 and Cultural Services will contribute some £11,500 towards the upgrade work involved in replacing the desk, upgrading the staffroom and creating the new children's section of the library

## **4. HUMAN RIGHTS IMPLICATIONS**

There are no Human Rights implications associated with this report

## **5. CONSULTATION**

The Chief Executive, the Director of Law and Administration and the Director of Finance have been consulted in the preparation of this report.

**JOHN R ZIMNY**  
**DIRECTOR OF LEISURE SERVICES**

## **BACKGROUND PAPERS**

**NOTE:** No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.