

HAMPSHIRE COUNTY COUNCIL

Officer Decision Record

Decision Maker:	Nicola Horsey, Assistant Director Community and Regulatory Services
Date:	12 th December 2018
Title:	Lockswood Library - Full Closure 28 th December – 10 th February
Reference:	

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1. The decision:

1.1 Lockswood Library will temporarily close from **Friday 28th December to Monday 11th February 2019 inclusive** to undergo a £30,000 refurbishment, becoming a modern, versatile space for customers.

1.2 A summary of the works is provided below:

- Changes to the layout, replacement carpets and re-decoration
- Introduction of self-service technology kiosks for customers to quickly and easily borrow and return items
- New mobile shelving will enable the space to be used more flexibly for children's activities, events and learning
- Replacement furniture and equipment to some areas of the Library
- Improved facilities within the children's Library

2. Reason(s) for the decision:

2.1 To update the presentation standards and layout of Lockswood Library to make it a modern and versatile space for customers. The investment in Lockswood Library forms part of the Library Service's Strategy to 2020

2.2 To introduce self-service technology kiosks to help customers quickly borrow, renew and return items.

3. Other options considered and rejected:

3.1 A do nothing option is not applicable.

4. Conflicts of interest:

4.1 None

5. Dispensation granted by the Head of Paid Service:

5.1 None

6. Supporting information:

6.1 Library service customers will be able to borrow up to 30 books prior to 28 December and books will not be subject to fines or charges during the period of closure. Prior to the closure staff will be using social media to promote the broad range of free online resources, including e-books and e-audiobooks via [BorrowBox](#) along with e-magazines and reference guides included within the [Digital Library](#). During the closure period customers will be able to access use nearby Libraries in Stubbington, Lee on the Solent and Fareham.

Approved by:

Date:

12 December 2018

(Insert name of Officer taking the decision and job title)