

HAMPSHIRE COUNTY COUNCIL

Officer Decision Record

Decision Maker:	Nicola Horsey, Assistant Director Community and Regulatory Services
Date:	24 December 2018
Title:	Fordingbridge Library - Full Closure 21 st January – 25 th February 2019
Reference:	

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1. The decision:

1.1 Fordingbridge Library will temporarily close from 21st January – 25th February **2019 inclusive** to install self-service and create a new accessible entrance.

1.2 A summary of the works is provided below:

- Introduction of self-service technology kiosks for customers to quickly and easily borrow and return items
- Replacement furniture and equipment to some areas of the Library

2. Reason(s) for the decision:

2.1 To update the presentation standards and layout of Fordingbridge Library to make it a modern and versatile space for customers. The investment in Fordingbridge 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 Phased refurbishment is not possible, due to the increased costs this would incur and the complexities of trying to do so in such a site.

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 21 January 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 Ringwood Library which is nearby.

Approved by:

Date:

24th December 2018

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