

THE VALE OF GLAMORGAN COUNCIL
REQUEST FOR THE USE OF EMERGENCY POWERS –
CORONAVIRUS PANDEMIC

SUBJECT: Reopening of Council run Libraries

1. **Originating / Department / Service –**

Learning & Skills - Culture and Community Learning Service (Libraries)

2. **Reason for Seeking Emergency Powers –**

The Service would like to reopen the Council run Libraries on the 29th of June 2020. Initially, this would be a limited service, offering a by-appointment 'Click and Collect' service to Vale library members.

The service proposes the following target operating model, in the first instance:

- Penarth, Barry, Cowbridge Libraries will open from 10.00 am - 1.00pm and 2.00pm - 4pm and Llantwit Major 1.00 pm - 4.00 pm Monday to Friday (these times can be altered or expanded subject to demand).
- Appointments can be made online or on the telephone and will be staggered at 10 minute intervals. No Service users will enter the libraries but will deposit returned books into a drop box and collect their book choices pre bagged from a mobile bookshelf in the foyer. A member of the library team will be behind a screened counter to oversee the exchange and to check library cards etc. other library staff will be taking calls/ online enquiries and bagging up books while maintaining social distancing.
- All returned books will be quarantined for 72 hours before being cleaned and returned into circulation as advised by Public Health Wales. This service will help to reengage library staff with their service users and serve as a stepping stone to the reopening of the libraries to the public.

The Click and Collect service is expected to remain in place for 4 weeks while arrangements to partially open the library buildings to the public for computer use, research, local history etc. are made.

The community run libraries will bring in their own click and collect services during the next few weeks and determine their opening days and times based on local demand and volunteer availability.

All required precautions have been undertaken and risk assessments completed in consultation with Health and Safety Officers. Staff will be

split into 2 shifts to avoid the risk of cross infection and will have undergone a week of training and preparation for the click and collect service.

3. **Policy Framework and Budget** –

PLEASE INDICATE as appropriate that the matter that you are seeking the use of Emergency Powers for is a Cabinet or Council function.

Cabinet

Council

3. **Relevant Scrutiny Committee** –

Learning and Culture

IMPORTANT

The following sections **must** be completed **prior** to the request being submitted to the Democratic and Scrutiny Services Section for processing.

I confirm (delete as appropriate)

(a) That there are no financial implications and the relevant Cabinet Member, Leader and / or the Deputy Leader has been consulted and is in agreement with the use of Emergency Powers;

~~(b) That, in view of the financial commitments, the Head of Financial Services, the appropriate Chief Officer, the relevant Cabinet Member, Leader and / or Deputy Leader have been consulted and are in agreement with the use of the Emergency Powers and that~~

~~(c) For matters relating to the Planning Committee the Chairman of the Planning Committee has also been consulted and is in agreement with the use of Emergency Powers;~~

~~(d) For matters relating to the Licensing Committee the Chairman of the Licensing Committee has also been consulted and is in agreement with the use of Emergency Powers.~~

~~(e) For matters relating to the Welsh Church Act Estate Committee the Chairman of the Welsh Church Act Estate Committee has also been consulted and is in agreement with the use of Emergency Powers.~~

Signed: . T. Baker
(Instructing Chief Officer)

Date: 23/06/20

Please print name: Trevor Baker

I hereby approve under my Emergency Powers the attached recommendation(s) on behalf of the Cabinet / Council (please delete as appropriate).

Signed: .D.R. Thomas..... **Date:** 4th July 2020.....
Managing Director

NB Should the relevant portfolio Cabinet Member be unable to be consulted only the Leader and / or Deputy Leader be consulted in their absence.

N.B. Cabinet: 23rd March, 2020 Minute No. 295