LIBRARIES NI
The Northern Ireland Library Authority

16 April 2013

Minutes of a meeting of the Board of the Authority held on Tuesday 16 April 2013 at 10.30 am in Lisburn City Library

PRESENT

Councillor Mrs Anne Brolly
Mr Pat Carvill
Councillor Charlie Casey
Mr Roger Dixon
Councillor Allan Ewart
Councillor Ms Carla Lockhart
Mr Alastair McDowell
Ms Angela Matthews
Councillor John O’Kane
Councillor Mrs Evelyne Robinson
Councillor Jim Rodgers
Ms Helen Roulston
Ms Jane Williams

IN ATTENDANCE

Ms Irene Knox                   Chief Executive
Mr Terry Heron                  Director of Business Support
Ms Helen Osborn                 Director of Library Services
Mrs Margaret Bell               Operational Manager

In the absence of the Chairperson and Vice Chairperson, on a proposal by Ms J Williams, seconded by Councillor A Ewart, Councillor Mrs E Robinson assumed the chair.

1. APOLOGIES FOR NON ATTENDANCE

Mr Nigel Macartney              Chairperson
Councillor Hubert Nicholl        Vice-Chairperson
Councillor Sam Cole
Councillor Mrs Marion Smith
Ms J Andrews
Mr Alastair Hughes              DCAL
2. DECLARATION OF INTERESTS

2.1 The Chairperson reminded Members and Officers of the need to declare any actual, potential or perceived conflicts of interest associated with any item on the agenda either now or at the relevant stage during the meeting. No interests were declared.

3. CORRESPONDENCE FROM THE PERMANENT SECRETARY, DCAL, DATED 20 MARCH 2013

3.1 The Chief Executive drew attention to correspondence from the Permanent Secretary, dated 20 March 2013, which had been circulated with the agenda for today's meeting. She informed Members that a similar letter had been issued to all DCAL Arms' Length Bodies. The letter focused on the importance which the Department attached to its statutory and public policy obligations to deliver Section 75 requirements and to promoting equality and tackling poverty and social exclusion, which are also key priorities in the Programme for Government.

3.2 The Chief Executive referred, in particular, to Paragraph 10 of the letter which set out a number of key actions that the Department was taking, namely that:

- from 2013/14 onwards, the Departmental and ALB Business Plans would be considered as a group, rather than separately, to ensure that budget allocations were prioritised and resources targeted at addressing equality, poverty and social exclusion
- ALB draft Business Plans 2013/14 had been reviewed by the Department to ensure that they contained clearly defined initiatives, targets and outcomes which delivered tangible and meaningful outcomes in those sectors of society suffering greatest socio-economic inequalities and within those areas suffering greatest objective need and deprivation
- in preparation for 2014/15 a rigorous review would begin immediately after Easter with all spending lines in indicative budgets set to zero in the first instance and a requirement that a case is made for each spending programme. This could result in recommendations that some programmes would not be automatically funded, thus releasing a pot of money which would be held at the centre for programmes which meet obligations in relation to equality, poverty and social exclusion
- in parallel, existing projects and proposals to tackle disadvantage would be developed or adapted so that bids could be prepared for this pot of money and / or easements or monitoring rounds. In doing so the focus would be on collaborative initiatives across the ALBs.

3.3 Members noted that the Chief Executive, Director of Business Support and Director of Library Services had met with the Permanent Secretary and other DCAL officials on 11 April 2013 to discuss the Department's review of the Libraries NI draft Business Plan 2013/14 which the Board had approved at its last meeting on 14 March 2013. As a result of that meeting, amendments
had been made to the draft Business Plan and the revised version had been tabled for consideration at today’s meeting.

4. REVISED DRAFT BUSINESS PLAN 2013/14

4.1 The Chief Executive drew attention to the revised draft Business Plan 2013/14 and asked Members to note the revisions which were indicated in red.

4.2 After a lengthy discussion, on a proposal by Ms H Roulston, seconded by Ms J Williams, Members agreed to adopt the revised draft Business Plan 2013/14, subject to inclusion of the undernoted matters, and to submit it to DCAL for approval:
- reference to the work Libraries NI carries out to improve levels of adult literacy
- the contribution to cultural tourism of Libraries NI’s work in the area of Heritage and Digitisation should be noted
- more detail to be included in relation to partnerships with other government departments as well as local councils.

4.3 Ms H Roulston requested that the Board receive a presentation at its May meeting on the Marketing Plan. The Chief Executive indicated that the Board, at its meeting in March, had agreed a schedule of presentations for the year and arrangements had already been made for a presentation at the next meeting, which was being held in Derry Central Library, on Libraries NI’s contribution to the UK City of Culture programme. Since one of the main reasons for holding the meeting in Derry Central Library was also to facilitate visits to the other libraries in the City, it was unlikely that the programme would be able to accommodate a presentation on the Marketing Plan as well. She indicated also that the schedule of presentations already agreed by the Board included a presentation in relation to Marketing later in the year. Members noted also that the Services Committee, which was due to meet after the Board meeting, would be considering the Marketing Service Plan 2013/14, together with the other Service Plans relating to the Library Services Directorate.

5. ANY OTHER NOTIFIED BUSINESS

5.1 There was no other notified business.

6. DATE OF NEXT MEETING

6.1 Members noted that the next meeting of the Board would be held on Thursday 9 May at 11.00 am in Derry Central Library.
7. MEMBERS ARRIVAL AND DEPARTURE TIMES

7.1 The meeting ended at 12.08 pm

7.2 All Members arrived for the commencement of the meeting and remained until it ended with the following exceptions:

Ms A Matthews arrived at 10.50 am
Councillor C Casey arrived at 11.13 am

Signed: __________________________
Date: 9 May 2013