Libraries NI

The Northern Ireland Library Authority

Minutes of the Board Planning Meeting held on
Thursday 14 September 2017 at 10:30 am in Lisburn City Library

PRESENT
Professor Bernard Cullen  Chairperson
Alderman Thomas Burns
Councillor Janet Gray
Mrs Deirdre Kenny
Alderman William Leathem
Councillor Donal Lyons
Alderman Stephen Martin
Ms Angela Matthews
Mr Alastair McDowell
Councillor Séan McGuigan
Mr Harry Reid
Dr Margaret Ward
Councillor Billy Webb
Ms Jane Williams

IN ATTENDANCE
Ms Helen Osborn  Acting Chief Executive
Mr Desi Miskelly  Director of Business Support
Ms Adrienne Adair  Assistant Director
Ms Mandy Bryson  Assistant Director
Ms Trisha Ward  Assistant Director
Mr Desi Curry  Head of ICU and ICT
Ms Daniele Delahunt  Boardroom Apprentice
Ms Allison Cosgrove  Department for Communities
Ms Brenda McGilligan  Department for Communities
Ms Diane McGlynn  Minutes

The Chairperson welcomed the Boardroom Apprentice, Ms Daniele Delahunt, to her first meeting of the Board. He also welcomed Ms Allison Cosgrove and Ms Brenda McGilligan from the Department for Communities.

The Chairperson expressed condolences on behalf of the Board to the Department for Communities Officers on the untimely death of Mr Ian Maye, Deputy Secretary.
1. **APOLOGIES FOR NON ATTENDANCE**

1.1 Apologies were received from Alderman Tom Campbell, Councillor Cathal Mallaghan and Alderman Marion Smith.

2. **PURPOSE OF THE MEETING**

2.1 The Chairperson recapped on the purpose of the meeting, namely, to:
- identify key external and internal issues that will need to be taken into account in developing the 2018/19 Business Plan
- agree priority areas for inclusion in the 2018/19 Business Plan
- agree a way forward for the 2018/19 business planning process.

3. **DECLARATION OF INTERESTS**

3.1 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.

4. **PLANNING FOR 2018/19**

4.1 Ms Allison Cosgrove, Department for Communities, set the scene with a presentation during which she referred to the Programme for Government, Departmental priorities and other key issues.

4.2 Members expressed their appreciation of the presentation, highlighted that libraries are uniquely well-placed to deliver on the strategic objectives that had been outlined and asked questions about Board membership after February 2018 and the redevelopment of Belfast Central Library. Ms Cosgrove assured the Board that the Department was well aware of these issues.

4.3 The Acting Chief Executive and the Director of Business Support then delivered presentations outlining the issues from a Libraries NI perspective that would need to be considered in developing the Business Plan for 2018/19.

4.4 The Chairperson facilitated a discussion during which a number of points and observations were made including the following:
- general acknowledgement of the challenge involved in trying to plan in an environment of political and financial uncertainty
- the need to protect the library network, both as an essential aspect of library provision and a delivery mechanism which provides local access to services that enhance lives and deliver on government priorities
- the network encompasses more than the fabric of buildings; it involves staff, customers programmes, stock and other services
• a strategic approach to partnerships is required
• possible partnership opportunities to progress Belfast Central Library redevelopment
• opportunities to collaborate with/seek sponsorship from the private sector
• opportunities to work with other public sector partners
• co-location may be beneficial
• libraries should support literacy and numeracy
• importance of children's services
• importance of programming
• importance of providing information in relation to key issues such as domestic violence
• role for libraries in assisting people to be producers rather than simply consumers for services
• need to be well-informed regarding the Outcome Based Accountability approach

4.5 It was agreed that the Senior Management Team would consider the points made by Members and return to the Board with a planning document.

5. ANY OTHER BUSINESS

5.1 There was no other business

6. DATE OF NEXT MEETING

6.1 The next meeting will be held on Thursday 12 October 2017 at 10:30 am in Lisburn City Library.

7. MEMBERS' ARRIVAL AND DEPARTURE TIMES

7.1 The meeting ended at 12.50 pm.

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

Councillor Donal Lyons arrived at 10.35 am and left at 11.40 am
Alderman Stephen Martin arrived at 11.30 am
Ms Angela Matthews left at 12.20 pm
Alderman Thomas Burns left at 12.40 pm.

Signed: 

Date: 12/10/17