

PUBLIC LIBRARY POSITION STATEMENTS 2003 **APPRAISAL FORM**

AUTHORITY	Code	Assessor
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OVERALL ASSESSMENTS OF THE 2003 PUBLIC LIBRARY POSITION STATEMENT

1. The quality of the evidence that authorities are providing excellent policies and practice to implement Framework for the Future, in line with local needs

Assessors are asked to provide their own subjective, professional judgement of the evidence in the public library position statement that the authority is providing policies and practice to implement Framework for the Future, in line with local needs. They should base their judgement on the scores that given to each of chapters 1 and 4 as well as sections 2.2.1 to 2.2.4..

The evidence of policies and practice was weak, and the policies and practices themselves, were weak.	The evidence of policies and practice, and the policies and practices themselves, were fair.	The evidence of policies and practice, and the policies and practices themselves, were good.	The evidence of policies and practice, and the policies and practices themselves, were excellent.
1	2	3	4

I recommend the following score for the overall quality of the evidence that this authority's public library position statement was aiming to implement the Framework for the Future, in line with local needs

2. Public Library Standards

Assessors are asked to consider the authority's approach to meeting the public library standards, including evidence that the authority has demonstrated that resources are adequate. Assessors should include information from the CIPFA survey of public library authorities' performance in relation to the standards in coming to their judgement.

The public library position statement demonstrated a weak and unrealistic approach to meeting the Public Library Standards	The public library position statement demonstrated a fair approach to meeting the Public Library Standards	The public library position statement demonstrated a good approach to meeting the Public Library Standards.	The public library position statement demonstrated an excellent approach to meeting the Public Library Standards
1	2	3	4

I recommend the following score for the quality of the evidence that the this authority is meeting the public library standards

SECTION 1 - COMMENTS ON THE PUBLIC LIBRARY POSITION STATEMENT

Assessors are asked to give their overall assessment of the public library position statement as a focussed document demonstrating progress by the authority in shaping and delivering its services in response to the strategies in Framework for the Future, in line with local needs. They should consider the extent to which it is realistic and developmental; the nature of the evidence that the service developments are achievable in managerial and resource terms; and the extent to which the authority has demonstrated that it is aspiring to achieve excellence in the provision of its public library service.

<u>Corporate vision and ambition</u>	Comment on the extent to which the statement shows that the authority as a corporate body has taken steps to ensure that its library service is evolving and focusing on public value.
<u>Response to strategies in Framework for the Future</u>	Comment on the extent to which the authority has provided evidence that it is seeking to identify and meet local needs, to provide an open, neutral and self help culture, to evolve and improve its library service, and to implement the strategies in Framework for the Future, including pursuing existing strategies mirroring those in Framework for the Future.

<p><u>Response to public library standards</u></p>	<p>Comment on the extent to which the authority is meeting the public library standards currently. Note any contextual indicators, such as the provision of mobile libraries in relation to PLS 1. Comment on the realism of the authority's proposals to meet any standards not met by March 31st 2003, including the local standards identified in Comprehensive, efficient and modern public libraries.</p>
<p><u>Presentation</u></p>	
<p>To what extent was the public library position statement well presented?</p>	<p>The statement was well presented/A future statement would benefit from better presentation (Describe how the statement's presentation could be improved if appropriate) (Include a "deliberately left blank" toggle)</p>
<p><u>Level of detail</u></p>	
<p>To what extent did the public library position statement use the 15 pages proposed in the Guidance succinctly?</p>	

SECTION 2 - PUBLIC LIBRARY STANDARDS

Assessors are asked to consider the authority's approach to meeting the public library standards, including evidence that the authority is demonstrating realism and effectiveness in relation to the availability of resources. Assessors should rate the approach to standards in a range of 0 - 4, using the definitions on page 2 of this assessment form. Assessors should consider the following guidance about the nature of the evidence an authority should show to demonstrate that it is providing an excellent approach to meeting the public library standards:

- 26 to 28 of the individual parts of the public library standards (PLS 1 - 19) for which there are measures were met or exceeded by March 31st 2003.
- Local targets were set for all sections in relation to "Comprehensive, efficient and modern public libraries" and at least 3 were met.
- Proposals to meet targets are convincing.
- Targets are developmental and challenging.

<u>PUBLIC LIBRARY STANDARDS</u>	SCORE	Item covered?	Notes of good practice (bookmarked)
Score for the approach to standards as at March 31st 2003			
Is there evidence that the authority intends to meet those standards not met at March 31 st 2003?		YES/NO	
If the authority intends to meet some standards not yet met, but not others, note the standards not intended to be met by March 2004.		Standards not intended to be met by March 2004:	
If the authority currently achieves high performance against some or all standards, is there evidence that it intends to maintain or improve this performance?		YES/NO	

<u>PUBLIC LIBRARY STANDARDS:</u> LOCAL TARGETS		Targets provided? (Y/N)	Targets met? (Y/N)	Notes of good practice on target setting (bookmarked)	Assessor's comments about local targets
Local targets for service to children		YES/NO	YES/NO		
Local targets for service to socially excluded people		YES/NO	YES/NO		
Local targets for service to ethnic minority communities		YES/NO	YES/NO		
Local targets for service to people with disabilities		YES/NO	YES/NO		

End of sections for publication

SECTION 3 - INDIVIDUAL ASPECTS

Assessors should consider the extent to which this authority has provided evidence that it is seeking to provide excellent policies and practice to implement Framework for the Future, in line with local needs. Assessors should take into account the following guidance about the nature of the evidence an authority should show to demonstrate that it is seeking to provide excellent policies and practice. They should note examples of good practice, and bookmark the electronic version of the authority's public library position statement. Assessors should provide scores in the range 1 to 4 for chapters 1 and 4, and for each of the sections 2.2.1 to 2.2.4. They should use the scoring definitions on page 1 of this assessment.

Chapter	Score	Notes of good practice (bookmarked)
<p>1. Corporate vision</p> <p>The assessment of the authority's capability to meet the vision is very convincing, with the library service clearly an important priority for the authority.</p> <p>In particular, the vision clearly shows that the authority intends the library service to:</p> <ul style="list-style-type: none"> ▪ continually evolve, ▪ respond very well to the authority's corporate agendas, ▪ focus on public value with innovative policies, ▪ identify and meet local needs in an innovative fashion 		

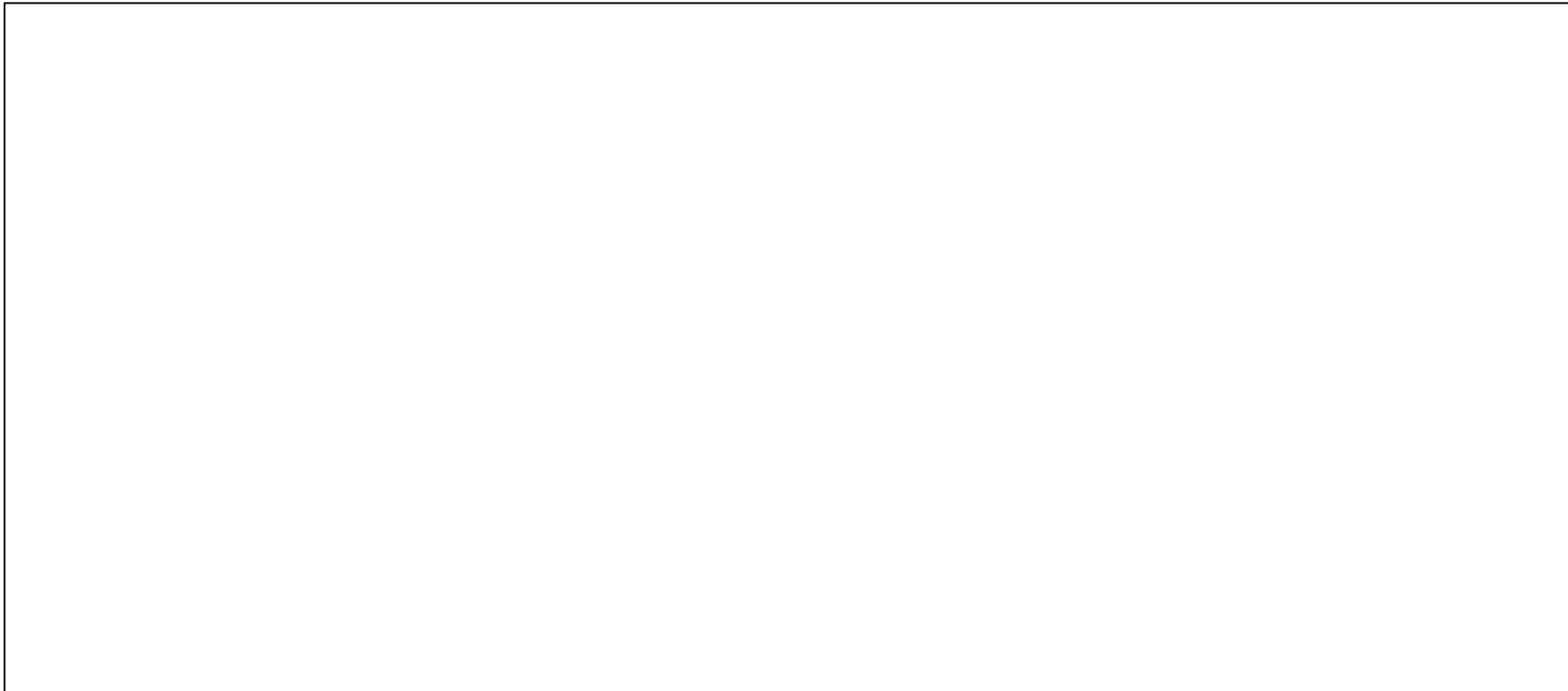
Chapter	Score	Notes of good practice (bookmarked)
2. Response to Framework for the Future		
<p>2.1 General points which should be included by the authority in each of the sections in this chapter</p> <ul style="list-style-type: none"> ▪ The analysis of key strengths, constraints and challenges is succinct, focussed and concentrates on major issues. ▪ The headlines of policies and practices for adults and children are clearly stated, innovative, developmental, challenging and build firmly on the analysis. ▪ Evaluation is solidly built into the processes with feedback to policy development. ▪ Priorities and targets are challenging. ▪ The authority has demonstrated that it is building on an open, neutral and self help culture. ▪ The authority has shown that it responds to national programmes, including innovating some programmes. ▪ The timescales are clearly stated and are challenging. 		
2.2 Additional points specific to each section in chapter 2		
<p>2.2.1 Books, reading and learning</p> <ul style="list-style-type: none"> ▪ There are excellent linkages to the authority's Educational Development Plan, with the library service's contribution to educational development clearly stated. ▪ There are excellent statements about informal learning opportunities, with focussed activities across the full range of informal learning opportunities. 		

Chapter	Score	Notes of good practice (bookmarked)
<p>2.2.2 Digital citizenship</p> <ul style="list-style-type: none"> ▪ All possible library services may be accessed by users electronically, 'in library' and remotely. ▪ There is very strong evidence of the library service's involvement in implementing the authority's e-government strategy, with the library service responding innovatively to the authority's e-government strategy. 		
<p>2.2.3 Community and civic values</p> <ul style="list-style-type: none"> ▪ There is an extensive range of innovative actions to assist library users and non-users to develop citizenship and to encourage a community identity. ▪ The library service provides innovative proposals within the authority's plans to improve customer services. 		
<p>2.2.4 Building capacity to deliver transformation</p> <ul style="list-style-type: none"> ▪ There is evidence of substantial and innovative action to improve leadership, staff capacity and skills. ▪ There is an extensive range of partnerships either in place or proposed, including innovative partnerships. 		

Chapter		Score	Notes of good practice (bookmarked)
4. Resources			
4.1 Spaces 4.2 Stock 4.3 Staffing 4.4 ICT	<p>Points which should be included in each of the sections in this chapter (Spaces, Stock, Staffing, ICT)</p> <ul style="list-style-type: none"> ▪ The analyses of key strengths, constraints and challenges are excellent. ▪ There is evidence that the resources required are adequate. ▪ There is convincing evidence that the authority is committed to providing adequate resources to deliver the library service's priorities. ▪ The timescales for responding to constraints and challenges are clearly stated and are challenging. 		

SECTION 4 - ADVICE TO THE AUTHORITY

Assessors are asked to note any areas of the public library position statement which they consider that this authority could make significant improvements in its approach, referring to the appropriate section of the 2003 guidance. Assessors should propose an action plan for the authority to improve its statement if they consider that this is appropriate.

A large, empty rectangular box with a thin black border, intended for assessors to provide their advice and proposed action plans to the authority.