

<b>Committee(s):</b>	<b>Date(s):</b>
Culture, Heritage & Libraries	04 December 2013
<b>Subject:</b> Public Library Byelaws	<b>Public</b>
<b>Report of:</b> Director of Culture, Heritage and Libraries	<b>For Decision</b>
<b>Summary</b>	
<p>It is a requirement of the Public Libraries and Museums Act, 1964, that the Corporation has a set of library byelaws formally approved by the Court of Common Council, and the Department of Culture, Media &amp; Sport. The existing set of byelaws, made in 1966, is out of date and a revised set is needed</p>	
<b>Recommendation(s)</b>	
Members are asked to:	
<ul style="list-style-type: none"> <li>• Approve the proposed revised set of byelaws attached to this report.</li> </ul>	

## Main Report

### Background

1. It is a requirement of the Public Libraries and Museums Act, 1964 (the legislation that governs the provision of library services by local authorities) that every such set of services shall have byelaws setting out the rules for their use, formally approved by their parent Council. In the City's case, this is the Court of Common Council. The byelaws typically adopted follow a standard formula recommended by the Department of Culture, Media and Sport, and after Court endorsement they are further approved by DCMS.

### Current Position

2. The library byelaws currently in force in the City were approved by the Court in 1966 and are in need of updating. A revised set of byelaws has been drafted, with the necessary input from the Comptroller and City Solicitor, and is attached to this report, along with the existing 1966 set.
3. Much of the wording in these rules may seem restrictive but they provide a framework against which misbehaviour can be confirmed if necessary, and give the library staff the authority they need to permit (or not) various user activities. The new set of byelaws has been updated in numerous respects where new legislation needs to be referred to, or where new equipment has been developed since 1966 (e.g. photocopiers, computers, mobile telephones). Clauses in the old rules which are no longer appropriate or necessary have been removed (e.g. the reference in clause 4 to "suffering from an offensive disease", the permission of smoking in any part of the library used as a restaurant, "a fine not exceeding £5").

## **Proposals**

4. The Committee and the Court are asked to give their formal approval to the new byelaws so that they can be submitted to DCMS. They will then be displayed in all the City libraries, as required by the Act, replacing the outdated set.

## **Conclusion**

5. The approval of the revised set of library byelaws will bring the Corporation up to date in meeting this required obligation of the 1964 Public Libraries and Museums Act.

## **Appendices**

- Appendix 1 - Proposed new set of Public Library Byelaws
- Appendix 2 - Public Library Byelaws currently in force, as approved by Court in 1966

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