Public Library
Standards and Benchmarks
2026

An Roinn Forbartha Tuaithe
agus Pobail agus Gaeltachta
Department of Rural and Community
Development and the Gaeltacht

CCMA
Cumann Lucht Bainistíochta
Contae agus Cathrach
County and City
Management Association

LGMA
An Ghníomhaireacht
Bainistíochta Rialtais Áitiúil
Local Government
Management Agency

Preamble

The national public library strategy *The Library is the Place* provides a framework for the development of the public library service in Ireland from 2023-2027. It is an ambitious forward-looking strategy which sets the direction of travel for the public library service and seeks to improve access, use and visibility of public libraries as an essential community service. The strategy makes a commitment to publish new standards and benchmarks, replacing existing ones from 2015, to ensure that the development of the public library sector is consistent, monitored and sustained.

These revised Standards and Benchmarks have been devised with significant input from representatives of public library services, Libraries Development in the Local Government Management Agency (LGMA) and the Department of Rural and Community Development and the Gaeltacht (DRCDG). They have been adopted by the national Libraries Development Committee, County and City Management Association (CCMA), LGMA and the DRCDG.

Standards and benchmarks provide guidance and tools to help evaluate and compare performance with peers or with best practices. These new library standards and benchmarks cover all aspects of the service across nine categories and are consistent with the commitments in *The Library is the Place*. Taken together, the categories address the three strategic themes – People, Spaces and Connections – and related strategic enablers set out in *The Library is the Place*. There is an accompanying checklist to enable quick reference to regular reporting commitments.

A standard in the context of this document is regarded as a specific level of quality of service to be aspired to and sustained. A benchmark is a measurable point of reference. Both standards and benchmarks may be standalone, or a standard may have one or more benchmarks associated with it.

Within each category there is:

- An overall objective, kept as clear and simple as possible.

- A number of standards – these are the aspired standard for the sector. Each section has a short descriptor text stating the relevance and importance of the topic.

- A number of benchmarks in relation to standards, which in most cases is something a public library service will either be achieving, or will not.

The key actor in this document is the public library service, taken to mean the services and activities that are being delivered by the totality of public libraries in each local authority – not in each individual library branch.

Each local authority is required to attain and to measure the performance of its public library service according to the standards and benchmarks outlined and ensure compliance with nationally agreed levels of service delivery, with the understanding that there may be occasional exceptional circumstances whereby a local authority may not be able to attain an aspired standard or benchmark. The success of each public library service is ultimately dependent on the support it receives from its local authority.

1. Core Principles

Objectives

To improve life opportunities for all and address social and health inequality by providing access, free of charge, to information, recreation and inspiration, and study and community space.

Standard

1.1 Core Service

Each public library service will offer core services (as set out in Section 2) to the individuals and communities in the most equitable, democratic and accessible manner possible. Access to the public library building and core services shall be free of charge.

1.2 Inclusivity

Each public library service will apply a policy of inclusivity in all plans, services and practices of the service at all times, including the provision of library materials in Irish. Everyone will have the opportunity to become a library member.

1.3 Access to Information

Each public library service will provide access to a wide range of information, book stock, online and print learning resources to support personal development, lifelong learning, recreation, informal and formal learning.

1.4 Access to Space

Each public library service will provide access to study and community space in every public library building that can facilitate these.

1.5 Responsiveness to Needs

Each public library service will support individuals who need assistive technologies, literacy resources and sensory equipment.

> **Benchmark**
>
> **Each public library service will provide free access to core services for all, in accordance with the above principles.**

2. Core Services / Service Provision

Objectives

To deliver core services equitably to all users and manage related resources efficiently and effectively.

Standard

2.1 Collections

Public libraries deliver services to individuals and communities to develop reading skills and a love of reading for creativity, information and imagination. Libraries will make a current and comprehensive book stock available at libraries, mobile libraries, local studies, online and through our national distribution service.

2.1.1   Collections Development Policy

Each public library service will prepare and implement a Collections Development Policy according to [forthcoming] nationally developed guidelines. These policies will provide a framework for the development of library collections in all formats in each public library service. Collections will be developed in response to the needs of the community and in accordance with principles of representation, inclusion, and intellectual freedom.

> ### Benchmark
>
> **Each public library service will regularly assess its collections development policy, and fully review it every five years.**

2.1.2   Investment in Book fund and other Library Stock

Each public library service will develop its collection through continued investment in order to achieve the current per capita book fund target as outlined in the current national public library strategy. Continued demographic analysis and consideration of the requirements and demand for online, print and non-book resources will be prioritised to support increased spending in these areas.

> ### Benchmarks
>
> **Each public library service will achieve a per capita book fund expenditure of €4 annually.**
>
> **Each public library service will ensure that the amount spent on stock rises to reach this figure year on year, and as a minimum, in line with general expenditure increases in the local authority.**

2.2 Information

The library has a key position in the information world, collecting, organising and exploiting information, operating as a guide to information for the individual and the community and as a trusted source of access to information of all kinds.

2.2.1 Each public library service will be a trusted information source providing access to a wide range of resources, both in print form and digitally, and will ensure that skilled library staff are available to advise users on how to identify and access reliable information.

2.3 Irish Language

Providing Irish language resources and developing new services, events and collections in Irish, is a core part of the library service in Ireland. Public libraries will have regard for work underway towards a bilingual public service and will integrate this into all their services, particularly in Gaeltacht areas (GA/EN), Gaeltacht Service Towns (GA/EN) and Irish Language Networks (GA/EN).

2.3.1 Each public library service will deliver high quality Irish language services and the availability of services, events and materials in the Irish language will be increased in every public library service.

2.3.2 Irish will be the working language of public libraries located in Gaeltacht areas and services in these areas will be available fully bilingually (Irish and English) at all times during operating hours.

2.3.3 Public libraries, particularly those located in Gaeltacht areas, Gaeltacht Service Towns and Irish Language Networks, will use their services to create new and increased opportunities for the public to use and engage with the Irish language.

Benchmark

Public libraries will increase integration of Irish language across their services.

Relevant public libraries will increase the number of Irish language events run in Gaeltacht areas, Gaeltacht Service Towns and Irish Language Networks.

2.4 Other Languages

Library materials and services in languages, other than Irish and English, will be provided to meet assessed needs.

2.5 Culture

Public libraries produce and support local cultural events, festivals, exhibitions, and residency programmes, working with the creative community at local and national levels.

2.5.1 Each public library service's branches will be centres of cultural activity, inspiring and encouraging creativity and hosting free cultural experiences**.**

2.5.2 Each public library service will create and hold events, activities, and exhibitions as part of national festivals celebrating Ireland's culture such as Criunniú na nÓg, Seachtain na Gaeilge, Bealtaine, Heritage Week and Culture Night.

> ## Benchmark
>
> **Each public library service will provide a programme of cultural events and activities, including participation in national cultural activities.**

2.6 National Programmes

Each public library service will participate in national programmes for local communities and individuals of all ages relating to reading and literacy, health and wellbeing, and lifelong learning, and will deliver agreed services to Early Learning and Care Centres, Primary, Post Primary Schools, Teenagers and Young Adults.

2.6.1 Right to Read

The Right to Read programme provides opportunities for everyone to develop as literate and informed individuals and raise the profile of reading for pleasure and wellbeing in English, Irish and other languages.

> ## Benchmarks
>
> **Each public library service will deliver the annual actions under the Right to Read programme to the fullest extent possible in all library branches, including:**
>
> - **Initiatives to support families and children**
> - **Services to support adults**
> - **The Little Library Programme**
> - **Services to support Early Learning and Care Centres and Primary and Post Primary Schools within its catchment**
>
> **Each public library service will participate fully in the Right to Read Programme and in its evaluation.**

2.6.2 Healthy Ireland at Your Library

The Healthy Ireland at Your Library programme is a consistent and reliable source of health information available across all 30 library authorities. Healthy Ireland at Your Library includes a stock collection, events and a Healthy Ireland at Your Library Co-ordinator in each library service.

> ## Benchmarks
>
> **Each public library service will deliver an annual programme of events and activities under the Healthy Ireland at Your Library Programme.**
>
> **A Healthy Ireland at Your Library collection will be made available in each public library branch in line with Healthy Ireland at Your Library programme guidelines.**
>
> **Every public library service will support the annual Ireland Reads national day of reading with events and activities.**
>
> **Each public library service will actively participate in the Healthy Ireland at Your Library programme and contribute to its ongoing evaluation.**

2.6.3 Skills for Life

The Skills for Life Programme supports individuals at all stages in their lives to develop and maintain the skills they require to navigate the changing world successfully. It supports lifelong learning in all its forms and is a crucial tool in enhancing digital inclusion.

> ## Benchmarks
>
> **In line with nationally agreed guidelines, each public library service will deliver an annual Skills for Life programme to support users in the areas of:**
> - **Basic Digital Literacy**
> - **Financial Literacy**
> - **Media Literacy**
> - **Health Literacy**
> - **Business and Employment**
> - **Climate and Sustainability**
>
> **Each public library service will submit an annual evaluation on its delivery of the Skills for Life Programme.**

2.7 Cultural Heritage and Local Studies

Public libraries are a focus for cultural identity in the community, preserving and promoting national and local culture, providing opportunities for creative development and the collective cultural experience. The local studies service, working in partnership with archival, museum and heritage services of the local authority, contributes to community identity by supporting research, family history, tourism, education, local events and celebrations. Each local studies service is an integral element of the public library service and should be sited in a location that supports and maintains this integration.

2.7.1 Each public library service will work with local communities and relevant stakeholders to collect, explore, preserve and celebrate cultural memories.

> ## Benchmarks
>
> **Each public library service will incorporate a local studies curation and development strategy, including an acquisitions policy, into the collections development policy.**
>
> **Each public library service will increase access to its collection through a digitisation programme.**

2.8 Community Engagement

Public libraries will provide trusted and welcoming facilities that encourage community participation and are accessible and relevant to everyone. They will support disadvantaged and marginalised users, welcome new arrivals and assist with their integration into the community.

> ## Benchmark
>
> **Each public library service will fully engage with the Local Community Development Committee (LCDC) to strengthen community engagement and partnership.**
>
> **Each public library service will operate a planned programme of community engagement.**

2.9 Lifelong Learning

Lifelong Learning can be defined as all learning activity undertaken on an ongoing basis with the aim of improving knowledge, skills and competencies for personal, social and/or

professional reasons. Supporting lifelong learning is one of the core functions of the library service.

2.9.1 Each public library service will provide appropriate resources and activities supporting lifelong learning in co-operation with local stakeholder bodies, agencies and community organisations.

> ### Benchmark
>
> **Each public library service will promote and support learning for all ages as a core function of the service.**

2.10 Age Friendly Libraries

Libraries are a core service within neighbourhoods and are particularly invaluable to older people as a source of information, community hubs, learning centres, and cultural facilities. The Age Friendly Library Recognition Programme supports libraries to examine their facilities and services and to listen to older customers.

2.10.1 Each public library service will operate Age Friendly policies in accordance with the Age Friendly Guidelines for public libraries.

> ### Benchmark
>
> **Each public library service will retain their Age Friendly accreditation.**

2.11 Technology Access and Support

Public libraries support users to navigate the digital world and provide access to the appropriate technology to do this.

2.11.1 Each public library service will provide access to technology for disadvantaged and marginalised users.

2.11.2 Each public library service will upgrade the delivery of its service through the implementation of technological developments on an ongoing basis to improve the user experience and enhance service delivery.

2.11.3 Each public library service will support digital innovation, maximising the opportunities offered by digital systems and media in extending the reach, relevance and accessibility of library services for users and local authorities.

> ## Benchmarks
>
> **Each public library service will provide digital technology resources, a learning space and support for IT skills development.**
>
> **Each public library service will provide high-speed internet connections (>500Mbps) for users of fixed and wireless devices in every branch library.**

3. Service Delivery

Objective

To deliver a high standard of public library services to the community, through the provision of free access to in-library stock and on-line resources, mobile library services, participation in the national Library Management System (LMS), promotion of library services, and engagement with local, national and transnational partnerships.

Standard

3.1 Access to Library Services

Access to physical stock and services is a fundamental offering of a public library service.

3.1.1 All users should have access to the range of services offered by a public library service regardless of their location and nearest service point.

3.2 Online Services

Online access enables users to engage with digital library services remotely.

3.2.1 Each public library service will deliver a digital library service to their users.

Benchmark

Each public library service will provide online access to:
- **Registration**
- **The Library Management System (LMS) catalogue**
- **Information resources**
- **Reference enquiries**
- **Events and activities**
- **eBooks and eAudiobooks**
- **eMagazines and eNewspapers**
- **eLearning resources**

3.3 Mobile Library Service

The mobile library service is an effective means of serving isolated rural and urban communities. The service works to target schools, residential care facilities, and small villages through a flexible approach to hours of service.

3.3.1 Mobile libraries will maximise public access to the service through optimum timetables and access schedules.

3.4 Outreach Services

Outreach means looking outside the walls of the library for ways to provide services to those who cannot come to the library, or to those who are unserved or underserved. Library outreach, coupled with community engagement, ensures equitable delivery of library services to all people, wherever the need is.

3.4.1 Each public library service will offer a range of library services delivered outside the library to those unable to visit a library branch.

> ### Benchmark
>
> **Outreach library services, such as mobile libraries and digital services, will be provided to isolated urban, rural and island communities and to individuals who cannot visit their public library such as the homebound, or those in nursing homes or prisons.**

3.5 Library Management System and Delivery

The national Library Management System (LMS) provides a single point of access for library members to more than 13,000,000 items held by public library services across the country, and offers library members additional functionality and an enhanced user experience when engaging with library collections.

3.5.1 Each public library service will participate in the national Library Management System (LMS).

3.5.2 Each public library service will participate in the national distribution service that delivers and collects items to and from libraries nationwide.

3.6 Marketing, Promotion and Communications

Public libraries will be promoted through national and coordinated local marketing campaigns every year. Reliable data should be used to inform marketing, and each public library service should work with local partners to ensure mutual promotion of services. Marketing, promotion and communications of public libraries will highlight the availability of services through Irish, particularly in Gaeltacht areas, Gaeltacht Service Towns and Irish Language Networks.

3.6.1 Each public library service will participate in Ireland Reads, the national day of reading, each year.

3.6.2. Each public library service will participate in the annual national public libraries Open Day.

3.7 Partnerships with other organisations

Establishing partnerships is essential for libraries to reach a broader and more diverse public, to develop and to offer enhanced services.

3.7.1 Each public library service will cooperate with relevant partners at all levels to deliver user-focused services e.g. user groups, schools, local and national agencies, community groups, non-governmental organisations, businesses, and other professionals at local, regional, national as well as international level.

3.8 Cross-border and Transnational Cooperation

Public libraries work collaboratively on a cross-border and transnational level to share models of best practice and explore opportunities for joint initiatives and funding.

3.8.1 Each public library service will participate in international activities that can support the development of better services for users.

4. Library Buildings

Objective

To provide well-located, well-planned and designed, effective public libraries and civic spaces, open and welcoming to all, providing collections, resources and programming which are responsive to the needs of the community. Public library buildings should improve the physical community environment, and promote urban and rural regeneration and sustainable communities.

Standard

4.1 Development/Redevelopment

The development or redevelopment of a library will align with a public library service's Library Development Programme and will be determined by population density, demographic and social needs assessments, proximity to other library service points, analysis of the areas the nearest service point reaches or has capacity for, transport links to other service points, economic, recreational and social activity and needs of the area.

> ## Benchmark
>
> **For the development of a new static library, the minimum population within the catchment area should be no less than 2,500. The catchment population will be determined by population density, proximity to other branches, economic and social activity of the population centre.**

4.2 Location and Design

A new public library branch will be:

- clearly visible and signposted
- accessible, attractive and welcoming
- centrally and prominently located
- at street level where possible and with attractive frontage
- accessible by public transport where possible
- supportive of rural and urban regeneration
- a flexible, multifunctional and dynamic space
- supportive of sustainable communities

4.3 Size

The size for a new branch should be scaled to be appropriate to the needs of the community and the services required, and should take note of population projections. The size of a library building should also take account of factors such as suitable site/building availability within a local authority regeneration plan area.

The potential use of outdoor spaces should also be considered for events and activities.

See Appendix A for full details of library size categories and services for new library developments. These are an integral part of these Standards and Benchmarks and <u>must</u> be read in conjunction with this section.

Benchmarks

The minimum size for a new branch serving a population of 2,500 within the catchment area should be 300m^2.

All proposed library development/redevelopments must comply with the Infrastructure Guidelines (formerly the Public Spending Code) and the Capital Works Management Framework (CWMF).

Projects co-financed by central government will be assessed by Government Departments using a bespoke four stage approval process, which will include compliance with these standards and benchmarks.

Each public library service will inform LGMA of their plans for any proposed library development/redevelopment to facilitate observations by the LGMA in the context of these standards and benchmarks.

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5. Opening Hours

Objective

To achieve optimum opening hours for individuals and the community.

Standard

5.1 Opening Hours

The public library must be open and accessible to provide its core services at suitable times for users. The suitability of the opening hours' will be subject to available resources and will be continually reviewed to ensure libraries are keeping pace with changing user needs.

Benchmark

Each public library branch serving a population catchment of less than 2,500 will open to the public as determined by the Local Authority.

Each public library branch serving a population catchment of 2,500 – 4,500 will open to the public for a minimum of 30 hours per week.

Each public library branch serving a population catchment of 4,500 – 10,000 will open to the public for a minimum of 35 hours per week.

Each public library branch serving a population catchment of 10,000 – 20,000 will open to the public for a minimum of 40 hours per week.

Each public library branch serving a population catchment of 20,000+ will open to the public for a minimum of 50 hours per week.

Each public library branch will offer staffed user-friendly opening hours including opening on Saturday, late openings and lunchtime opening.

Library branches offering the My Open Library service will provide library access to members from 8 a.m. to 10 p.m., 365 days of the year.

5.2 My Open Library

The *My Open Library* service provides greater access to services for a broader section of the population with opening hours from 8am to 10pm, 365 days of the year.

5.2.1   Self-service activities during *My Open Library* hours will include, but will not be limited to:

- stock issue and return,

- internet usage on PC with Wi-Fi for use on own device,
- printing, photocopying and scanning facilities,
- studying and reading spaces,
- meeting space, and
- access to toilet facilities.

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Benchmarks

Library branches operating the *My Open Library service* will deliver it in accordance with the *My Open Library* guidelines.

All new and redeveloped library branches will provide the *My Open Library* service.

Application of this standard will be reviewed in consultation with local authorities to assess if specific circumstances (e.g. antisocial behaviour) prevent the provision of the *My Open Library* service.

The implementation and operation of the My Open Library service will be subject to localised risk assessment.

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6. Staffing

Objective

To support and develop a responsive, effective, user-focused library workforce that is part of community and national life, with strong leadership, effective management and service delivery skills.

Standard

6.1 Workforce Planning

National workforce planning principles support stronger, more effective and efficient public libraries.

Benchmark

Each public library service will operate a workforce plan in accordance with agreed frameworks.

6.2 Workforce Development

Public library staff will lead and manage library service development and will maintain and enhance their professional skills in line with the changing requirements of delivering a service to meet the economic, social and cultural policy objectives of the service.

6.2.1 Each public library service will participate in the national learning and development programme for public library staff and will ensure continued investment and support in library staff training and development.

6.3 Leadership Development

Library authorities will engage in a professional development leadership programme which supports the development of new library leaders.

6.3.1 Each public library service will participate on an ongoing basis in the national programme in leadership development for current and future library leaders.

7. Strategy and Planning

Objective

To provide a roadmap for the development and delivery of the library service in line with local and national government policy, including these standards and benchmarks, and with library service best practice nationally and internationally.

Standard

7.1 Library legislation

Library legislation should enable libraries to fulfil their missions as effectively as possible[1].

7.1.1 Public libraries will be supported by specific and current legislation aligned to national government policy and, where applicable, international treaties and agreements.

7.2 Library Development Programme

Library development programmes allow for long-term strategic planning and allocation of resources to best support the delivery of library services.

> ## Benchmark
>
> **Each public library service will develop a library development programme on a five-yearly basis in line with the national guidelines, aligned to the national public library strategy and informed by the city / county development plan, corporate plan and national policy.**
>
> **Each public library service will prepare an annual work plan for the implementation of the library development programme and will report on progress to the City / County Council via the local authority management reports on a quarterly basis.**
>
> **The library development programme will be provided to the LGMA and the Department on completion.**
>
> **Each public library service will implement and monitor the programme and review progress on an annual basis.**

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[1] Statutory reference is Local Government Act, 2001, Section 78 (5)

7.3 Socio-Economic Development

Libraries play a key role in supporting a wide range of local authority strategic objectives through their programmes, facilities and activities, and their physical location in the heart of the community.

7.3.1 Each public library service will contribute to the Local Economic and Community Plan (LECP) six-year framework and the two-year LECP implementation plans, as well as to other relevant local authority strategies and plans, including the Climate Action Plan.

8. Service Performance

Objective

To plan and deliver optimal performance, investment and improvement in library buildings and services through analysis of relevant data sources and research.

Standard

8.1 Annual Data Collection on Library Services

Accurate and up to date data is essential to identify current service provision and best practice at local and national levels, and to plan investment and improvement in library authorities and the sector as a whole.

8.1.1   Each public library service will provide comprehensive, accurate and up to date statistical information in a timely manner through an annual data collection process to inform national decision-making and facilitate library planning and service development.

> **Benchmarks**
>
> **Each public library service will submit its returns to the annual data collection process by the end of the first quarter of the following year.**
>
> **Each public library service will submit its returns annually through the National Oversight and Audit Commission (NOAC) Local Authority Performance Indicator Report.**

8.2 Impact Evaluation

Evaluating the impact of library services is essential to help adjust existing activities to respond better to user needs, and to design more effective activities in the future.

8.2.1   Each public library service will employ impact and evaluation techniques to better understand the effectiveness of services and activities, and to demonstrate the societal benefit of libraries.

9. Climate and Sustainability

Objective

To make a significant contribution to local, national, and international climate and environmental objectives by providing information, knowledge and programmes for the community.

Standard

9.1 Library Buildings and Vehicles

Libraries can lead by example in the fight against climate change by retrofitting, designing and constructing sustainable library buildings, and by utilising green procurement processes.

9.1.1 All new library buildings and vehicles will support Local Authority Climate Action Plans' energy efficiency and sustainability targets.

9.2 Sustainable Development Goals (SDGs)

Libraries are essential partners for inclusive, sustainable development, through their work to provide meaningful access to information for all.

9.2.1 All libraries will provide information to the public on the UN Sustainable Development Goals (SDGs) and Local Authority Climate Action Plans.

9.3 Local Climate Teams and Action Plans

Libraries are essential partners for the delivery of climate action plans at local levels.

9.3.1 Each public library service will work with local authority Climate Teams, Climate Action Regional Offices and energy agencies to ensure library involvement in the implementation of Local Authority Climate Action Plans.

Benchmark

Each public library service will provide services and activities within the context of the Local Authority Climate Action Plan.

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10. Checklist

Library Authorities shall demonstrate compliance with the Standards and Benchmarks through the provision of the policies, reports and data referred to throughout the Standards and Benchmarks document.

A summary of the requirements is provided here:

Frequency	Action required
Annually	• Prepare an annual work plan to implement library service's five-year Library Development Programme. • Submit data collection on library services to Libraries Development, LGMA. • Submit Local Authority Performance Indicator Report to NOAC (through local authority submission). • Submit evaluation of Right to Read to Libraries Development, LGMA. • Submit evaluation of Healthy Ireland to Libraries Development, LGMA. • Submit evaluation of Skills for Life to Libraries Development, LGMA. • Assess the Collections Development Policy.
Every five years	• Develop a five-year libraries development plan and submit to DRCDG upon completion. • Complete a full review of the Collections Development Policy.

APPENDIX A

Library Size Categories and Services for New Library Developments

		Central Library	Large Urban Library	Large Branch Library	Medium Branch Library	Small Branch Library
Projected Catchment, based on local authority development plans		Greater than 40,000	20,000 - 40,000	10,000-20,000	4,500 – 10,000	2,500 – 4,500
Indicative Size Ranges – see additional factors to be considered, below		>2,500m^2	1,501m -2,500m^2	801 -1500m^2	501 – 800m^2	300 – 500m^2
Study and Community Spaces	**Dedicated Meeting Spaces**	Will have at least one dedicated meeting spaces of various sizes available	Will have at least one dedicated meeting spaces of various sizes available	Will have a dedicated meeting space available	Will have a dedicated meeting space available	Will have a meeting space available
	Flexible Event Spaces	Will be a major cultural venue, with at least one flexible event space capable of hosting a large public event, workshop or exhibition	Will have a flexible event space capable of hosting a public event, workshop or exhibition	Will have a flexible event space capable of hosting an exhibition or event	Will have a flexible event space capable of hosting an exhibition or event	Will have a flexible event space capable of hosting an exhibition or event
	Study Seats	Will have significant numbers of study spaces available	Will have significant numbers of study spaces available	Will have study spaces available	Will have study spaces available	Will have study spaces available

		Central Library	Large Urban Library	Large Branch Library	Medium Branch Library	Small Branch Library
Technology Facilities	**Wi-Fi and Internet**	Will offer Internet access over 1 Gbps per second	Will offer Internet access over 1 Gbps per second	Will offer Internet access over 500 Mbps	Will offer Internet access over 500 Mbps	Will offer Internet access over 500 Mbps
	Public Access PCs	Will have public access PCs	Will have public access PCs	Will have public access PCs	Will have public access PCs	Will have public access PCs
	Printing, Photocopying and Scanning	Will offer printing, photocopying and scanning facilities	Will offer printing, photocopying and scanning facilities	Will offer printing, photocopying and scanning facilities	Will offer printing, photocopying and scanning facilities	Will offer printing, photocopying and scanning facilities
	Laptops (for loan)	Will offer laptops and tablets for onsite loan	Will offer laptops and tablets for onsite loan	Will offer laptops and tablets for onsite loan	Will offer laptops and tablets for onsite loan	
	Creative/Maker Spaces	Will have a large dedicated creative technology space	Will have a dedicated creative technology space	Will offer access to creative technologies	Will offer access to creative technologies	
	People Counters	Will utilise people counter technology	Will utilise people counter technology	Will utilise people counter technology	Will utilise people counter technology	Will utilise people counter technology
	Self-checkout	Will offer self-checkout facilities	Will offer self-checkout facilities	Will offer self-checkout facilities	Will offer self-checkout facilities	Will offer self-checkout facilities
Needs	**Sensory facilities**	Will offer a dedicated sensory space	Will offer a flexible sensory space	Will offer sensory facilities	Will offer sensory facilities	Will offer sensory facilities
	Assistive technologies	Will offer assistive technologies	Will offer assistive technologies	Will offer assistive technologies	Will offer assistive technologies	Will offer assistive technologies

		Central Library	Large Urban Library	Large Branch Library	Medium Branch Library	Small Branch Library
	Changing Places toilets	Will offer Changing Places Toilets	Will offer Changing Places Toilets	Will offer Changing Places Toilets	Accessible Public Toilets	Accessible Public Toilets
Library Spaces	**Local Studies**	Will have a dedicated Local Studies Library	Will have a dedicated Local Studies Library	Will have a dedicated Local Studies Section	Will have a dedicated Local Studies Section	Will have a dedicated Local Studies Section
	Children	Will have a dedicated Children's Library	Will have a dedicated Children's Library	Will have a dedicated Children's Library	Will have a dedicated Children's Library	Will have a dedicated Children's section
	Teens and Young Adults	Will have a dedicated Teens and Young Adults Library	Will have a dedicated Teens and Young Adults Library	Will have a dedicated Teens and Young Adults Library	Will have a dedicated Teens and Young Adults Library	Will have a dedicated Teens and Young Adults section

Additional factors influencing library size to be considered in conjunction with the above indicative ranges

1. Proximity to nearest branch and size of the nearest branch(es), including in adjacent local authority areas.
2. Proportion of overall library building space that is public.
3. Role of branch (e.g. County Library or Large Branch library).
4. Projected population growth rate in the catchment (based on official local authority projections).
5. Adjacent complementary civic and community facilities that could provide free access to meeting spaces, host cultural/literary events etc. organised by the library service.
6. Flexible use of space e.g., for cultural events and availability of outdoor spaces.
7. Suitable site/building availability within a local authority regeneration plan area, taking account of all these factors.
8. Level of demand for certain facilities, e.g., need for PCs & study spaces may be higher in some urban centres.
9. Seasonal demand, e.g., in a popular tourist area.
10. Value for Money considerations