## 10<sup>th</sup> May to end of May

Redeployed library staff start being pulled back to the service, starting with management team.

 Priority groups of library staff receive training on taking birth

library takes place and work starts on implementing social

appointments. Risk assessment of each

distancing arrangements.

Detailed planning for work to be done during June.

## Library layout adjustments taking into account social distancing arrangements

From 1st

June

- completed.
   Pre-opening activity takes place incl. stock take and reservations for customers.
- Workforce planning and rotas prepared for opening.
- Furloughing lifted.

## Those libraries that can open reopen, with social distancing arrangements and amended service

From 6th

- offer.

   Where capacity allows, library staff may be able to assist with birth appointments.
- Summer Reading
   Challenge commences
  from 18th July online.

## From 2<sup>nd</sup> September

- Temporary service offer will be reviewed on an ongoing basis.
- Specifically from 2<sup>nd</sup>
   September, school autumn
   term restarts, which will
   hopefully increase
   available staff.
- Review risk assessment of each library as approach winter time, e.g. minimum staff numbers, queuing arrangements outside

Winter 2020

We have identified 14 libraries that will need to open during a later phase, when it is safe to open them. This is mainly due to the practicalities of implementing social distance measures within them. The full list of reasons is below, alongside the libraries. The libraries (tranche 3a) are more than 3 miles away from another library so will be prioritised to open first

| Tranche 3a     |            |  |  |  |
|----------------|------------|--|--|--|
| Library        | District   | Rationale  | Nearest alternative  |  |
| Silver End     | Braintree  | Small library, the physical layout may make it harder to comply with social distancing guidelines and low use than other libraries in district   | Witham Library is 4.2 miles away, Braintree Library is 4.6 miles away. |  |
| Southminster   | Maldon     | Small library, the physical layout may make it harder to comply with social distancing guidelines and low use than other libraries in district   | Burnham Library is 3.0 miles away                                      |  |
| Kelvedon       | Braintree  | Small library, the physical layout may make it harder to comply with social distancing guidelines and low use than other libraries in district   | Witham Library is 3.4 miles away, Tiptree Library is 4.0 miles away.   |  |
| Thaxted        | Uttlesford | Small library, the physical layout may make it harder to comply with social distancing guidelines and low use than other libraries in district. Staffing shortages are particularly acute in this district | Dunmow Library is 6.4 miles away.                                      |  |
| Great Wakering | Rochford   | Small library, the physical layout may make it harder to comply with social distancing guidelines and lower use than other libraries in district   | Rochford Library is 5.9 miles away.                                    |  |

| Stock           | Chelmsford    | Shared entrance with primary school identified as a concern.   | Billericay Library is 3.3 miles away, Galleywood Library is 3.2 miles away.   |  |  |
|-----------------|---------------|--|---|--|--|
| Tranche 3b      |               |  |   |  |  |
| Holland         | Tendring      | Small library, the physical layout may make it harder to comply with social distancing guidelines and low use than other libraries in district   | Clacton Library is 2.0 miles away.  |  |  |
| Fryerns         | Basildon      | Lower use than other libraries in district. Staffing shortages are particularly acute in this district.  | Basildon Library is 1.6 miles away, Pitsea Library is 2.2 miles away.   |  |  |
| Debden          | Epping Forest | Likely to remain closed as located within New City College which is not planning to reopen.  | Loughton Library is 1.0 miles away. Chigwell Library is 2.3 miles away.   |  |  |
| Vange           | Basildon      | Small library, the physical layout may make it harder to comply with social distancing guidelines and lower use than other libraries in district. Staffing shortages are particularly acute in this district | Basildon Library is 2.0 miles away, Pitsea Library is 1.4 miles away.   |  |  |
| West Clacton    | Tendring      | Lower use than other libraries within district.  | Clacton Library is 2.4 miles away.  |  |  |
| Wickham Bishops | Maldon        | Small library, the physical layout may make it harder to comply with social distancing guidelines and lower use than other libraries in district. Staffing shortages are particularly acute in this district | Witham Library is 2.9 miles away, Maldon Library is 4.1 miles away.   |  |  |
| Mark Hall       | Harlow        | Small library, the physical layout may make it harder to comply with social distancing guidelines and lower use than other libraries in district. Staffing shortages are particularly acute in this district | Harlow Library is 1.5 miles<br>away, Tye Green Library is 1.4<br>miles away, Old Harlow Library<br>is 1.5 miles away. |  |  |
| Stanway         | Colchester    | Small library, the physical layout may make it harder to comply with social distancing guidelines and lower use than other libraries in district. Staffing shortages are particularly acute in this district | Prettygate Library is 1.8 miles<br>away, Colchester Library is 2.8<br>miles away.                                     |  |  |