**Libraries: alternative delivery model toolkit**

**Template 1 - Helpful pre-conditions self-assessment**

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| Pre-condition | Self-assessment  R/A/G | Mitigation/action required |
| 1. The case for change | | |
| 1.1 Has the council and library service developed a library strategy? Have external stakeholders been involved in the development of this strategy? |  |  |
| 1.2 Does a clear case for change exist? Is there clear evidence that ‘doing nothing is not an option’? |  |  |
| 1.3 Are the library service and council clear in their understanding of what needs to change (e.g. have the barriers to development/sustainability been identified)? |  |  |
| 1.4 If a case for change does exist, is there support from important stakeholders to start the investigation process? |  |  |
| 1.5 Is there clarity about how to gain authorisation to start the investigation process? |  |  |
| 1.6 Is there clarity about the local authority decision making process, as well as the associated timescales? |  |  |
| 2. Defining the scope of the investigation | | |
| 2.2 Has the library service and/or council considered adding other non-library services to the scope of the investigation? (Optional – not a pre-requisite) |  |  |
| 2.2 Has the library service and/or council had conversations with other councils about exploring a joint library service? (Optional – not a pre-requisite) |  |  |
| 3. Availability of resources | | |
| 3.1 Has the council previously investigated and established other alternative delivery models previously? Is there any corporate learning from previous experiences that can be used to inform this project? |  |  |
| 3.2 Has the council confirmed that it is willing to commit resources to the investigation process? |  |  |
| 3.3 Does the library service have the necessary resources to undertake (and possibly lead) the investigation process? |  |  |

**Key**

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| **Green** | Pre-condition is met |
| **Amber** | Some work required to meet the pre-condition |
| **Red** | Significant risks associated with securing the pre-condition |