

REVIEW OF [INSERT LOCAL AUTHORITY] LIBRARY SERVICES

Introduction

This report is the Self-Evaluation and Peer Review of [Local Authority] Library Services into the following quality indicators:

- QI # – XXXXX
- QI # – XXXXX

The Self-Assessment was undertaken by members of staff within [XXXXX] with quality indicator # being led by [Insert names of staff] and quality indicator # being led by [Insert names of staff].

Peer Review

The Peer Review visit took place at [Insert Location] on [Insert Date] and was conducted by [Insert Chair's name] (Convener), [Insert Peer Assessors' names]. [Insert names of any others in attendance] was an observer. The assessors met with a variety of stakeholders including [e.g. partners and elected members] during the lunch session. Visits were also undertaken [insert additional locations visited].

Results

The Peer Review Panel commend [Insert Local Authority] Library Service for [insert any over-arching strengths evident from the review, e.g. being a particularly strong team or for their work undertaken in the self-evaluation for the review].

Quality Indicator #: Xxxxx

The evidence presented in the self-evaluation demonstrates that there are some notable strengths in provision here, including:

- [Insert];
- [Insert];
- [Insert]

Add narrative commentary as appropriate.

EXAMPLEMore generally, the Peer Review Panel would emphasise the vital importance of the early consideration of a mechanism for gathering meaningful and impactful evidence in project planning, particularly in relation to quality indicator one. The Peer Review visit demonstrated (orally) examples of very good evidence of impact and value of the library service. The capture of these in a more systematic fashion for the self-evaluation is important in terms of the library's own ability to demonstrate what it does and what difference it makes to individuals and the community.

The Peer Review Panel [endorse/do not endorse] the Self-Evaluation Report and with the rating given by the Library Service (or note a different rating if appropriate).

Quality Indicator # (XXXXX) is LEVEL [INSERT] (INSERT)

- Insert descriptors for that level from main How good is our public library service framework.

EXAMPLE: Quality Indicator 2 (Readers' Experience) LEVEL FOUR – GOOD.

- Important strengths that have a positive impact.
- Few weaknesses that do not have a substantial adverse effect.
- Some examples of good practice.
- Services seeking to raise performance further, and addressing areas of improvement.

Quality Indicator	Self-Evaluation rating (1-6)	Peer Review rating (1-6)
QI# - XXXXX	3	Insert Rating

Quality Indicator #: Xxxxx

The evidence presented in the self-evaluation again demonstrates that there are notable strengths in provision here, including:

- [Insert];
- [Insert];
- [Insert];

Add narrative commentary as appropriate.

The Peer Review Panel endorse the Self-Evaluation Report but the overall level should higher, at 4 rather than 3.

Quality Indicator # (XXXXX) is LEVEL [INSERT] (INSERT)

- Insert descriptors for that level from main *How good is our public library service* framework.

Quality Indicator	Self-Evaluation rating (1-6)	Peer Review rating (1-6)
QI# - XXXXX	3	Insert Rating

IMPROVEMENT ACTION PLAN

The Peer Review Panel endorse/do not endorse the Improvement Action Plan for [Insert Local Authority] Library Service (Self Evaluation Report [Insert page number]) and summarised below:

Quality Indicator # - XXXXX

- Extract key elements from Improvement Action Plan in a bullet pointed list
-

Quality Indicator # - XXXXX

- Extract key elements from Improvement Action Plan in a bullet pointed list
-

KEY RECOMMENDATIONS FOR IMPROVEMENT ACTION PLAN

The Peer Review Panel, while endorsing the Improvement Action Plan for [Insert Local Authority] Library Service, make the following additional **key recommendations**:

- [Insert];
- [Insert];
- [Insert];
- EXAMPLEBenchmarking with other authorities is recommended to investigate solutions to the actual and perceived barriers particularly in respect of digital developments, website, social media, evidence-sharing and confidentiality issues. There are potential solutions which could be explored with other local authorities.

CONCLUDING COMMENTS

The Peer Review Panel wish to express their thanks to all members of staff at [Insert Local Authority] Library Services for preparing the self-assessment report and for their engagement on the day of the Peer Review visit. We would also thank all stakeholders who met with us.

[Insert Convenor (C)]

[Insert Assessor]

[Insert Assessor]