

Ken Skates AC / AM
Y Dirprwy Weinidog Diwylliant, Chwaraeon a Thwristiaeth
Deputy Minister for Culture, Sport and Tourism



Llywodraeth Cymru
Welsh Government

Eich cyf/Your ref
Ein cyf/Our ref MA-P – KS/1132/16

Rhodri Glyn Thomas
President
National Library of Wales
Penglais
Aberystwyth
Ceredigion
SY23 3BU

24 March 2016

Dear Rhodri

National Library of Wales Remit Letter 2016-17

This letter sets out the strategic priorities for the Welsh Government's funding of the National Library of Wales (Library) for 2016-17.

I would like to congratulate the Library on your achievements in various areas during 2015-16, including: the ongoing expansion of your volunteering scheme; implementation of the new jointly-procured library management system; achievement of archive accreditation status, contribution to the success of the *Fusion* programme and completion of two significant capital infrastructure projects which have been funded by the Welsh Government; the Courtyard Development Project and refurbishment of the Library building following the fire in April 2013.

I also commend the Library's ongoing contribution to national commemorations and thematic activities during 2015-16, including the 150th anniversary of Welsh settlers' establishment of the 'Wladfa' colony in Patagonia, and ongoing activities to commemorate the First World War in support of the official Commemoration Programme in Wales.

In addition to your core work as set out in your Charter, statutory duties relating to legal deposit and public records, and activities under the final year of your *Knowledge for All* strategy, my priorities for the year ahead are set out below.

I encourage the Library to maintain the meaningful dialogue with staff and trade union representatives, which has been achieved during the past year, as you move to address other pay and staffing issues.

Sponsored bodies such as the National Library must continue to use their individual strengths and expertise to make a real difference to the lives of people across Wales. It is crucial that cultural bodies continue to demonstrate their relevance to improving the lives of individuals, particularly through proactive engagement with our most deprived communities to tackle issues relating to poverty.

I would like the Library to provide a schedule of your planned activities and outreach work across Wales, by region and/or local authority area, at the start of the new financial year.

I am keen to see exemplary standards of customer service provided by our national institutions, and I would welcome further details of your ongoing efforts to guarantee high quality services.

In the context of these difficult financial times, it is extremely important that different organisations work together to maximise skills, resources, expertise and increase the sustainability of service delivery to the people of Wales. It is also essential that our cultural bodies continue to pursue and attract investment from a wider range of funding sources to supplement core Grant-in-Aid funding provided by the Welsh Government.

All sponsored bodies (such as the Library) which are included in the new *Well-being of Future Generations (Wales) Act* are required to develop and agree well-being objectives by March 2017, and incorporate the five key works of working.

I would ask that all of the above be reflected in your draft Action Plan for 2016-17, which the Welsh Government should receive from you by 31 May 2016, in order for the relevant goals, targets and performance indicators within the plan to be approved.

Annex 1 to this letter confirms the level of Grant-in-Aid funding for the year, and includes a target income figure. You should report your actual income figure to us on a quarterly basis, together with a forecast figure for the full year. We reserve the right to withhold an element of your Grant-in-Aid funding from you if we are not satisfied with the progress you are making to increase your income.

Whilst I appreciate that there has been a reduction in your budget for 2016-17, I would like to stress that I attach particular importance to the equalities agenda. I therefore ask that you ensure that the way in which you apply this budget reduction does not have a disproportionately negative impact on any of the equality groups with protected characteristics and disadvantaged communities and is based upon sound equality impact assessments.

Priorities

1. Active participation

In line with your *Knowledge for All* strategy, I encourage you to continue widening access to the Library's collections and services, and promote participation and engagement with Wales' culture and heritage, particularly amongst disadvantaged communities and minority groups

- Provide opportunities for individuals in communities in other parts of Wales to gain access to National Library services, resources and collections in their local communities
- Deliver collection-based activities in local communities to inspire and enthuse learners of all ages
- Create opportunities for individuals to acquire 'hands on' experience using the national collections, and develop skills for employment, personal and career development through volunteering.

2. Tackling Poverty

I am delighted that the Library is working with the Welsh Government and other partners to design and implement the *Fusion: Tackling Poverty through Culture* initiative to tackle issues relating to poverty in disadvantaged communities. This work is monitored by my Cultural Inclusion Board, of which the Library is a member.

- Continue to deliver activities for priority audiences in Communities First clusters and the 'Pioneer Areas', as part of the wider *Fusion* initiative
- Support formal learning by developing high quality digital content and educational resources in Welsh and English; including material to support the Individual Project and Skills Development elements of the revised Welsh Baccalaureate
- Consider the approach taken by the *Business Class* initiative to develop sustainable links between local employers and schools; and investigate whether opportunities provided by the Library could support *Activate Your Potential* (delivered by six regional projects in partnership with Careers Wales, schools and local employers) which offers targeted interventions to increase the engagement of young people identified as potential NEETs.

3. Sustainability and maximising the return on investment

Maximising our resources and increasing external investment in cultural heritage activities is increasingly important in the current financial situation, in order to supplement your Grant-in-Aid funding and increase organisational sustainability. I would like the Library to:

- Increase external investment in the Library's activities through other channels, including philanthropy, fundraising, and income generation.
- Continue the Library's work to develop and implement an art loans scheme for commercial partners
- Complete the Library's internal re-alignment of staff, resources and facilities to increase the sustainability of core service delivery and priority activities
- Work with the Royal Commission and the Welsh Government during the process to co-locate the Commission's staff and the National Monuments Record collection material within the National Library's building during 2016-17.

4. Partnership working within the cultural heritage sector

The Library has an important role within the cultural heritage sector as one of our national cultural heritage institutions, sharing expertise, and helping to collaboratively develop skills and infrastructure within the wider sector. This partnership working is particularly important in the context of budget constraints and funding reductions for local authority managed archive and library services across Wales.

- Work collaboratively with the Welsh Government and with local and academic libraries and archive services on the development and delivery of any future library and archive strategies for Wales, as agreed in the delivery plans for these strategies, and according to the partnership agreements for specific projects
- Lead on developing the national Digital Library Service, working in partnership with libraries in Wales to offer library users consistent and centralised access to digital resources
- Provide strategic leadership in digital preservation, and work with sector partners to design a national infrastructure to support conservation and digital preservation activities in Wales
- Continue to play a lead role in the federated delivery of the *People's Collection Wales* digital heritage service, which enables and encourages

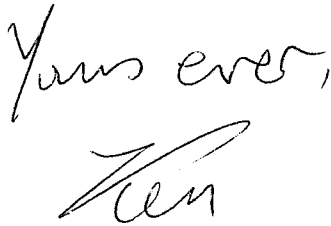
community skills development and engagement with Wales' culture and heritage; and build on the collaborative working relationships established with the National Museum and Royal Commission.

5. Supporting Brand Wales and cultural tourism

I am keen to see our cultural and tourism sites, both public and private, offering the public a more seamless, integrated service across providers, and promoting Wales as a high quality tourist destination.

- Work in partnership with the Welsh Government on our plans for 'themed years', including the 'Year of Adventure' in 2016 through your exhibitions and activities programming. Relevant exhibitions during 2016 will include '*Adventure is just a page away*' focusing on the origins and development of adventure stories in Welsh and Anglo-Welsh literature; and '*Girlguiding Cymru: pushing the boundaries*' with associated activities, including sleepovers.
- Contribute to strategic Welsh Government partnerships and national initiatives promoting Wales, our heritage and our culture; including playing a key role in the high profile national programme of activities for commemoration of the First World War in Wales *Cymru'n Cofio Wales Remembers 1914-1918*.

Yours sincerely,

A handwritten signature in black ink that reads "Yours ever," followed by a stylized signature that appears to be "Ken".

Ken Skates AC / AM

Y Dirprwy Weinidog Diwylliant, Chwaraeon a Thwristiaeth
Deputy Minister for Culture, Sport and Tourism

Annex 1

Financial support:

The Welsh Government will provide the following Grant-in-Aid funding to the National Library of Wales in 2016-17 to deliver the priorities outlined in this letter:

| Revenue | Plans 2016-17 £000 |
|------------------|-------------------------------|
| Running Costs | 9,681 |
| Current Receipts | -420 |
| Depreciation* | 1,250 |
| Total | 10,511 |

* Depreciation is a non-cash item and is not available for drawdown in the course of the year

| Capital | Plans 2016-17 £000 |
|--|-------------------------------|
| Capital (baseline) | 550 |
| Invest to Save energy efficiency project | -25 |
| Total | 525 |

| | |
|---------------------------------------|---------------|
| Total Grant-in-Aid 2016-17 | 11,036 |
|---------------------------------------|---------------|

Additional non Grant-in-Aid funding which has already been earmarked to support specific activities:

| Revenue | Plans 2016-17 £000 |
|--|-------------------------------|
| First World War Commemoration activities | 20 |

National Library of Wales income generation target for 2016-17: £660,000

Terms and Conditions of Grant-in-Aid funding:

The Library's funding agreement with the Welsh Government (the Framework document) sets out the details of the sponsorship relationship and the terms and conditions under which the Welsh Government provides grant-in-aid funding to the Library as a Welsh Government Sponsored Body. Grant-in-aid funding is provided to the Library under Section 61 of the Government of Wales Act 2006.

The Framework document also sets out various operational requirements and refers to government guidance and policies with which the Library needs to comply, in addition to its own duties and responsibilities as a Charter body, Registered Charity, and public institution in Wales. As stated in the Framework Document, the Welsh Government's Museums, Archives and Libraries Division (MALD) is the sponsor division for the Library, and monitors the Library's progress against key targets and milestones through quarterly meetings.

Annex 2

Strategic context:

As stated in the Supplemental Royal Charter of 2006, the object of the Library is to collect, preserve and give access to all kinds and forms of recorded knowledge, especially relating to Wales and the Welsh and other Celtic peoples, for the benefit of the public, including those engaged in research and learning. As one of the 6 UK and Republic of Ireland legal deposit libraries, the Library has the right to collect a copy of all published printed works in the UK. As well as being a Royal Charter body and Registered Charity, the Library is also a Welsh Government Sponsored Body (WGSB).

The Welsh Government is committed to ensuring that everyone in Wales can benefit from access to the valuable services and resources provided by our libraries and archive services, including the National Library. The Library has a crucial role to play in delivering this important commitment and supporting the Welsh Government's Museums, Archives and Libraries Division in the development and delivery of policy for museums, libraries and archives in Wales.

The Library directly contributes to delivery of the following commitments in the *Programme for Government*:

- Maintain free admission to Amgueddfa Cymru – National Museum Wales and National Library of Wales in order to maximise their impact
- Develop the potential of digital media to promote culture through Casgliad y Werin / People's Collection Wales and other on-line initiatives
- Strengthen regional collaboration in the delivery of library, museum and archive services and ensure that local authorities meet national standards of public library provision

The Library's work also has clear synergies with the Welsh Government's wider strategic agenda, especially contributing to the following areas of the *Programme for Government*:

- The Culture and Heritage of Wales
- Education
- Public Services in Wales
- Equality
- Tackling Poverty
- Growth and Sustainable Jobs

Statutory Responsibilities:

The Library has statutory duties and specific obligations for certain types of collection material under the following pieces of UK legislation:

- Legal Deposit Libraries Act 2003 and the Legal Deposit Libraries (Non-Print Works) Regulations 2013
- Public Records Act 1958

and has responsibilities for other controlled classes of records.

Annex 3

The Well-being of Future Generations (Wales) Act:

The Well-being of Future Generations (Wales) Act ('the Act') seeks to improve the social, economic, environmental and cultural well-being of Wales. It is a key piece of legislation for the Welsh Government and requires the public bodies listed in the Act to think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach.

The Act includes a well-being duty which requires the National Library and other bodies subject to the duties in the Act to set well-being objectives which maximise their contribution to achieving the goals and to take all reasonable steps to achieve those objectives

The Act also sets out the sustainable development principle, which says that public bodies must act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their needs. To help us put that into practice, the Act describes five ways of working that we must adopt. These are:

- Long term – ensuring we balance the need to address short term needs with the ability to meet long term needs
- Prevention – taking actions that prevent problems occurring or getting worse, rather than just dealing with the consequences of problems
- Integration – acting so that we help other bodies achieve the goals in the Act and avoid doing things that might get in the way of them doing that
- Collaboration – working with others within our organisation and / or externally to help achieve the goals
- Involvement – ensuring that we involve people with an interest in achieving the well-being goals and ensuring that those people reflect the diversity of the people we serve

As one of the public bodies subject to the duties in the Act, I expect the National Library to adopt a progressive and forward-thinking approach in the articulation and delivery of your programmes of activity. In your Operational Plan for 2016/17 you must:

- a) Outline the steps that you will take to set and publish objectives ("well-being objectives") by March 2017 that are designed to maximise your contribution to meeting the well-being goals
- b) take all reasonable steps, in exercising your functions, to meet those objectives
- c) apply the sustainable development principle and the ways of working to everything that you do

I will expect your implementation of the Act and how you are working with others towards the goals to be a focus in regular sponsorship discussions.

