DEPARTMENT OF EDUCATION AND SCIENCE

BYELAWS

made under Section 19 of the Public Libraries and Museums Act 1964
regulating the use of, and conduct of persons in, the libraries maintained
by the
COUNTY COUNCIL OF WEST SUSSEX

1. In these Byelaws, unless the context otherwise requires:-

(a) "the Act" means the Public Libraries and Museums Act, 1964;

(b) "the Library Authority" means The County Council of West Sussex;

(c) "library" means any library for the time being maintained by the Library
Authority for the purposes of its functions under the Act, and includes a
vehicle when being used for those purposes.

(d) "the Librarian" means the person appointed as such by the Library
Authority or, in his absence, any other person authorised by the Library
Authority to act on his behalf;

(e) "library officer" means the librarian or any other person employed by
the Library Authority for the purposes of its functions under the Act;

(f) "book includes any and every book, journal, pamphlet, music score,
manuscript, picture, print, photograph, engraving, etching, deed map,
chart, plan, gramophone record, film, cassette, article of audio-visual
material and any other article of a like nature forming part of its contents of
the Library or lent to any person by or on behalf of the library Authority.

2. An act necessary for the proper execution of his duty by a library officer shall
not be deemed to be a contravention of these Byelaws.

3. A person shall not give a false name or address for the purpose of entering any
part of the library or for the purpose of using any facilities provided in connection
therewith.

4. A person who is offensively unclean in person or in dress, or who is suffering
from an offensive disease, shall not enter or use the library.

5. Except with the consent of a library officer, a person shall not

(a) cause or allow any dog (other than a guide dog accompanying a blind
person) or other animal belonging to him or under his control to enter or
remain in the library; or

(b) bring into any part of the library a wheeled vehicle or conveyance
(other than an invalid chair)
6. A person shall not, after proper warning by a library officer, remain in the library after the time fixed for its closing.

*7. A person shall not, unless duly authorised, take any book from the library. (* subsequently revoked and replaced with effect from 15 December, 1986, see final page.)

8. A person shall not carelessly or negligently soil, tear, cut, deface, damage, injure, or destroy any book or the furniture, fittings or other contents of the library.

9. Except with the consent of a library officer, a person shall not make a tracing of any portion of a book.

10. A person who -

   (a) after the end of the period for which it was lent has the charge or possession of a book borrowed from the library or from any body of persons acting on behalf of the Library Authority and, after having been requested in writing by the Library Authority to deliver it up to that Authority, has failed to do so within a period of fourteen days after the date of the request; or

   (b) has lost a library membership card issued to him by the Library Authority;

shall not, unless he has paid to the Library Authority in respect of such book or card an agreed sum by way of compensation, borrow any book from the library except with the consent of the librarian.

11. A person from whom any sum is due to the Library Authority by reason of a charge made under Section 8(2) of the Act in respect of failure to return a book before the end of the period for which it was lent shall not, except with the consent of the Librarian, borrow any book from the Library after having been notified in writing by the Library Authority of the amount due.

12. (i) A person having the charge or possession of any book which the Library Authority is entitled to have returned to it shall deliver it up to the Librarian within fourteen days of the service upon him by the Authority of a notice requiring him so to do.

   (ii) For the purpose of this Byelaw, a notice may be served upon any person by delivering it to him, or by leaving it at his usual or last known place of residence, or by sending it by registered post or recorded delivery service addressed to him at that place.
13. A person shall not behave in a disorderly manner in the library, or use violent, abusive or obscene language therein.

14. A person shall not spit in the library.

15. A person shall not, after a warning by a library officer, persist in sleeping in the library.

16. A person shall not engage in audible conversation in any part of the library set apart as a reference department or for reading after having been requested not to do so by a library officer.

17. A person shall not wilfully obstruct any library officer in the execution of his duty or wilfully disturb, obstruct, interrupt or annoy any other person in the proper use of the library.

18. A person shall not display, distribute, affix or post any bill, postcard or notice in, to or upon any part of the library, without the written consent of the library officer.

19. A person shall not, without the consent of the Librarian, offer anything for sale in the library.

20. A person shall not lie on the furniture or fittings of the library or on the floor thereof except, with the consent of the Librarian, on the floor of any part of the library for the time being set apart for the use of children.

21. A person shall not smoke or strike a light in any part of the library set apart for the use of the public, except in any part thereof which is for the time being used as a restaurant or in which, when it is being used for an educational, cultural or other event under Section 20 of the Act, the Library Authority allows smoking.

22. A person shall not, except with the consent of a library officer, partake of refreshment in the library, except in any part thereof which is for the time being used as a restaurant or in which, when it is being used for an educational, cultural or other event under Section 20 of the Act, the Library Authority allows the partaking of refreshments.

23. Except with the consent of the librarian, a person shall not cause or allow any apparatus for the reception of sound broadcasting or for the reproduction of sound to be operated in any part of the library set apart for the use of the public.

24. Every person who shall offend against any of the foregoing Byelaws (other than Byelaws 10 and 11) shall be liable on summary conviction to a fine not exceeding the sum of Twenty Pounds.

25. Every person who, within the view of a library officer, contravenes any of the
foregoing Byelaws may be excluded or removed from the library by such an officer if:-

(a) his name and address are unknown to and cannot readily be ascertained by the officer or

(b) from the nature of the contravention or from any other fact of which the officer may have knowledge or be credibly informed there is reasonable ground for belief that his continuance in the library may result in another contravention of the Byelaws or that his exclusion or removal from the library is otherwise necessary for the proper use and regulation thereof.

26. On the coming into operation of these Byelaws, the Byelaws relating to Libraries or to Libraries and Museum specified in the Schedule hereto shall be revoked so far as they relate to libraries in the County of West Sussex.

SCHEDULE

i. The Byelaws which were made by the County Council of East Sussex on 1st March 1968 and were confirmed by the Secretary of State for Education and Science on 14th May 1968.

ii. The Byelaws which were made by the Urban District Council of Littlehampton on 15th May 1967 and were confirmed by the Secretary of State for Education and Science on 25th September 1967.

iii. The Byelaws which were made by the County Council of the Administrative County of Surrey on 21st December 1968 and which were confirmed by the Secretary of State for Education and Science on 10th January 1967.

iv. The Byelaws which were made by the County Council of the Administrative County of West Sussex on 22nd April 1966 and confirmed By the Secretary of State for Education and Science on 12th August 1966.

v. The Byelaws which were made by the Mayor, Aldermen and Burgesses of the Borough of Worthing on 6th November 1967 and which were confirmed by the Secretary of State for Education and Science on 10th January 1968.

The COMMON SEAL of the COUNTY COUNCIL OF WEST SUSSEX was hereunto affixed this 24th day of July, 1974 in the presence of

J.R HOOLEY

County Secretary
confirmed under the OFFICIAL SEAL
of the SECRETARY OF STATE FOR
EDUCATION AND SCIENCE on
22nd October, 1974.

S.A. WILLIAMS,

Authorised under Section 3 of the
Education Act 1944

WEST SUSSEX COUNTY COUNCIL

BYELAWS

made under Section 19 of the Public Libraries and Museums Act 1964 by the
County Council of West Sussex

The County Council of West Sussex in exercise of the powers conferred upon them
by Section 19 of the Public Libraries and Museums Act 1964 and in accordance
with section 236 of the Local Government Act 1972 hereby order as follows:

1. Byelaw number 7 of the set of byelaw* relating to libraries made by the
   County Council of West Sussex on the 24th day of July, 1974 and confirmed by
   the Secretary of State for Education and Science on the 22nd day of October.
   1974 is hereby revoked,

2. New byelaw number 7 is hereby included in the above set of byelaws
   relating to libraries as made by the County Council of West Sussex. The text of
   the new byelaw is as follows:-

   "A person shall not, unless duly authorised, take any book from the library.
   A person shall be guilty of a breach of this byelaw who attempts to take a
   book past a checkout point without it being issued in accordance with the
   library's procedures, or without being given permission by a library officer
   to do so".

IN WITNESS whereof the County Council of West Sussex have caused their
common seal to be hereunto affixed.

The COMMON SEAL of the COUNTY
COUNCIL OF WEST SUSSEX was
hereunto affixed on the
17th day of September
1986 in the presence of:
{sgd} E.M, HOLDSWORTH

County Secretary

The foregoing byelaw amendment is hereby confirmed, on behalf of the Lord President of the Council by the Head of the Office of Arts and Libraries, and shall come into operation on 15 December 1986

R W L WILDING
Head of Office of Arts and Libraries
28 November 1986