



I am submitting requests under Freedom of Information and the Re-use of Public Sector Information Regulations. If your library service is outsourced to a third party, please obtain the data via that contract.

For all requests, I would like to receive responses in machine-readable format, such as spreadsheet or CSV file. Please do not send data in PDF files, or embed within the text of an email as this will cause unnecessary appeals. This aligns with ICO guidance for data requests.

Requests are for the financial year 2024/2025 (April 2024 to March 2025).

1. A count of loans, per library branch, per month. *A loan being an issue or renewal of library stock, at the branch specified. Suggested format is a spreadsheet with column headings of month, branch, count of loans.* [Please see spreadsheet](#)
2. The top one hundred titles loaned, with a count of each, for the year. *Suggested format is a spreadsheet with column headings of ISBN, title, author, count of loans.* [Please see spreadsheet](#)
3. A count of reservations, per library branch, per month. *A reservation is a request for an item to be held for the user. The branch recorded should be the branch that the item is requested to be picked up at. Suggested format is a spreadsheet with column headings of month, branch, count of reservations.* [Wigan Borough Libraries no longer offer a reservation service. Result per library branch '0'. Recorded on attached spreadsheet.](#)
4. A count of active members, per home branch, for the year. *An active member is anyone registered on the library management system that has recorded library activity within the year. Suggested format is a spreadsheet with column headings of branch, count of members.* [Please see spreadsheet. Note : Borrow Activity Report based on borrower home location and active borrowing within a 12 month period \(active member\). Not specific to borrow location used \(library branch\) over the 12-month period](#)
5. A count of visits, per library branch, and per month. *A visit is anyone counted under a footfall monitoring system. If this is done by survey, please provide the survey data. Suggested format is a spreadsheet with column headings of month, branch, count of visits.* [Please see spreadsheet.](#)