



**Mr Michael Lawrence**  
**Cabinet Member for Children & Community Safety**  
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**FAO Mr P Harrison (Town Council Manager)**  
By email: [peter.harrison@hednesford-tc.gov.uk](mailto:peter.harrison@hednesford-tc.gov.uk)

My ref: ML/RF38

Your Ref:

29 April 2015

Dear Mr Harrison

As you are aware the library service in Staffordshire is evolving as we implement changes to transform and safeguard libraries for the future, these were agreed by Staffordshire County Council's Cabinet in February.

We are now ready to take the next steps with plans to encourage greater community involvement in 23 of our libraries across the county. Our aim is to support community groups to manage and deliver their library service so that more people can benefit from and enjoy a local library run by local people.

As part of a formal procurement process, from Monday 11 May until Friday 31 July, community groups will be encouraged to complete an application form to demonstrate their ability to manage and deliver their local library service.

All applications will be considered during August by a panel that includes senior officers from Staffordshire County Council and an independent evaluator. The panel will make recommendations to the Cabinet Member for Children and Community Safety, who has responsibility for Staffordshire Libraries and contracts will be awarded where appropriate in September.

All applicants and communities will be informed of the outcome of the selection process in September and we hope to see the first community run and managed libraries established towards the end of 2015.

If a contract is not awarded, Hednesford library will continue to be supported as a Staffordshire County Council Managed / Community Delivered library.



We remain committed to supporting community groups chosen to lead and develop their library with an excellent package of support.

Further details will be available from the 11 May when the official application period begins.

**The next steps**

Although we have made the application process as straightforward as possible, we understand that community groups may want to ask questions throughout the process.

To assist community groups we:

- Have set up a new area of our website at [www.staffordshire.gov.uk/communitylibraries](http://www.staffordshire.gov.uk/communitylibraries), which includes information about the application and evaluation process, frequently asked questions and answers, and case studies showing how community libraries operate in other places
- are encouraging community groups to email [connectedlibraries@staffordshire.gov.uk](mailto:connectedlibraries@staffordshire.gov.uk) before the formal start of the procurement process with any questions.
- are holding an informal drop-in event on Monday 11 May from 2pm – 5pm at County Buildings, Martin Street, Stafford.

As always, please do not hesitate to contact me or the Libraries Team on [connectedlibraries@staffordshire.gov.uk](mailto:connectedlibraries@staffordshire.gov.uk) with any queries you have at this point. We would welcome your assistance in promoting this opportunity to the community.

Yours sincerely



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