

**Community Managed Libraries**

**Update 4**

**19<sup>th</sup> March 2015**

**The Next Steps to Community Managed Libraries**

Firstly, we would like to thank all groups for their submissions and to formally acknowledge the quality of the submissions made within the deadline, and the efforts of the group members involved.

This update is to inform you of the next steps to be taken once you are informed of the outcome of your outline business plan submission.

Assessments have been made in line with the criteria contained in the Information Pack Part 1A and we have split the assessments into two categories.

Category 1 are those submissions which we feel can progress to drawing up formal agreements to transfer library services to community management and,

Category 2 where either we have identified that further work is needed to improve the outline business plan before we can progress to discussing formal agreements, or there are particular circumstances that prevent the transfer progressing at this time.

**Category 1**

Where groups are advised that they are within category 1, we will invite the group to progress their preferred legal structure or, where this exists already, to advise us of their legal representatives who will be managing their lease and funding agreements.

We will then want to meet with groups to start to develop the group's individual transition plan that will identify those key dates and activities that will be required before we can firm up the dates for training and transfer etc.

From this date of notification, Groups in category 1 will be able to start accessing set-up funding in liaison with their Relationship Manager.

Please note that we will be able to progress the legal agreements even if the formal legal entity has not yet been set up (you will however need to be as a minimum an unincorporated organisation), so groups may wish to consider, if they have not already done so, the appointment of solicitors to represent them. Any future changes to the Organisations name/status can be dealt with through a variation to the agreement.

Relevant feedback from the assessment of the outline business plan will also be shared with the group to inform the updating of the group's business plan and to progress to the development of an agreed transition plan with clear steps, milestones and timelines for the group and the County Council to progress the transfer of the library. VAL and your allocated relationship manager will continue to be available to support you through this part of the process.

### **Category 2**

Groups that fall into this category will be given specific feedback on the areas of concern that have been identified that would need to be addressed before a category 1 status can be awarded.

We will provide a clear deadline by which these concerns will need to be addressed.

VAL and your allocated relationship manager will continue to be available to support you through this process.