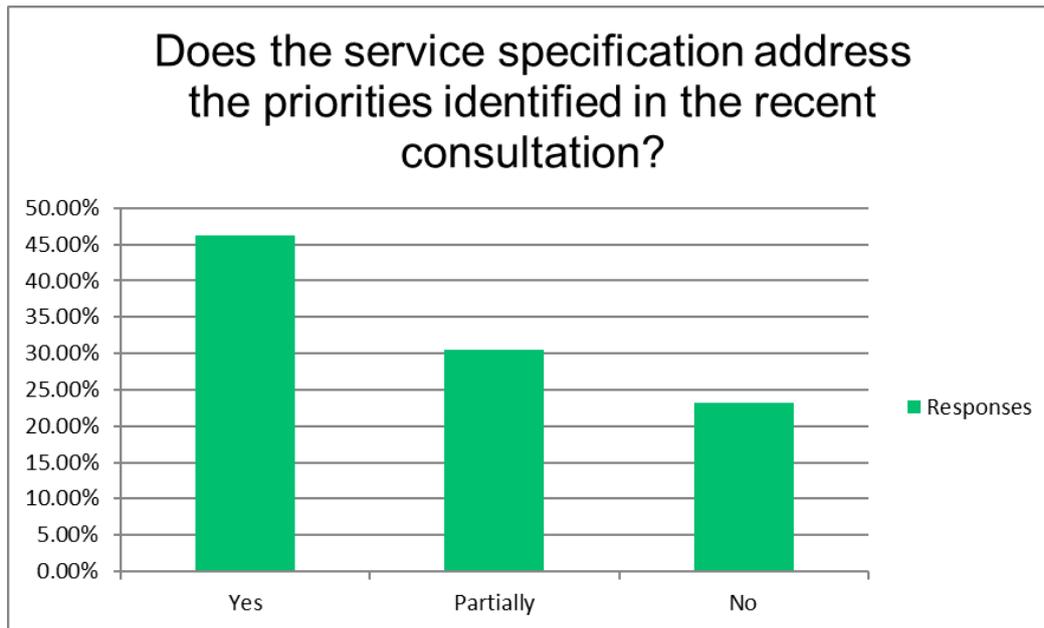


Summary of the Church Stretton library procurement survey responses September 2017

This 4 week consultation took place from the 21st August to the 18th September to seek views in relation to the proposed procurement details for a library service in Church Stretton and whether responses to previous community engagement exercises have been taken into account. A total of 95 completed forms were submitted (42 online responses and 53 paper forms). There were a further 6 responses which were comments only without the answers to the questions. These comments have been added in to the analysis.

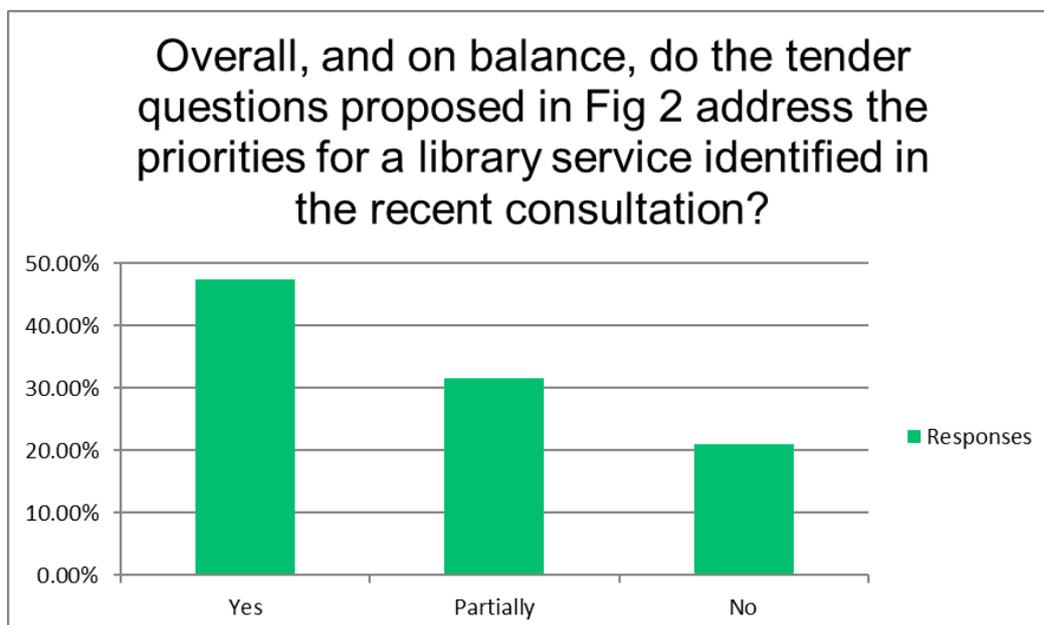
Question 1:



Summary of comments in respect of Question 1:

48 comments were submitted. The vast majority of comments to this question were in relation to the town centre location and accessibility of the library service. It was viewed by many that the weightings for these two individual criteria were not high enough.

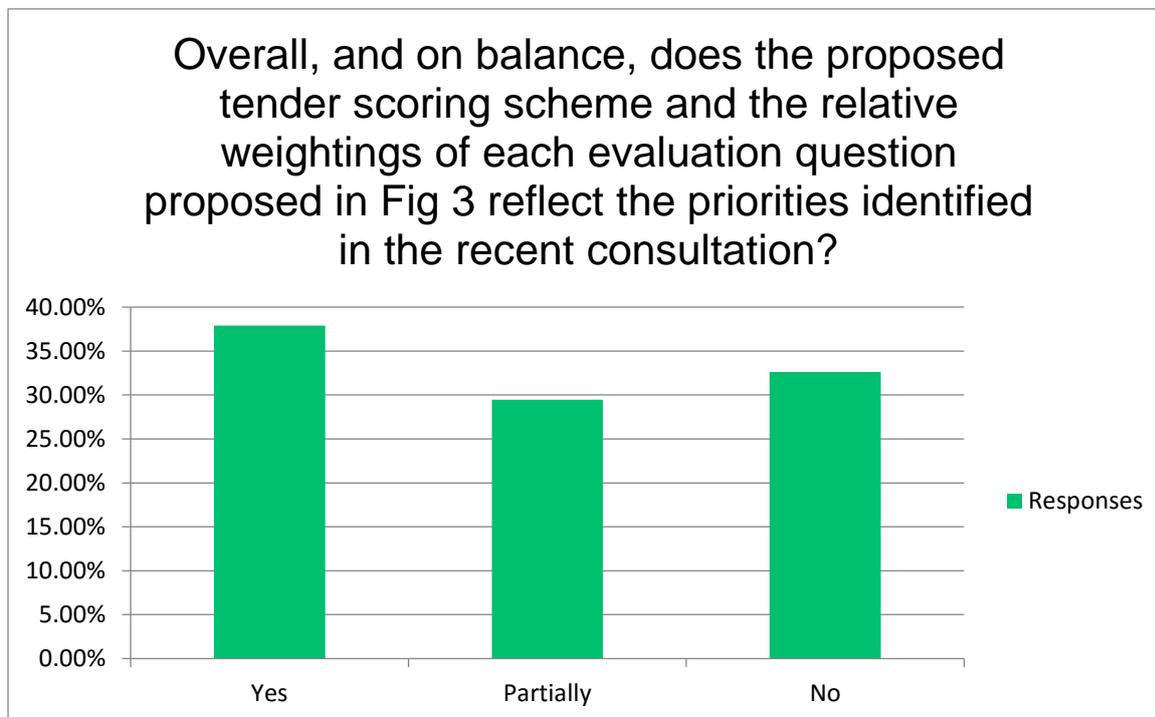
Question 2:



Summary of comments in respect of Question 2:

47 comments were submitted. Again the vast majority of comments in this questions were with reference to the town centre location of the library and accessibility. The views expressed suggested that the weightings of these elements were not sufficiently high. There were also a number of comments about the survey itself.

Question 3



Summary of comments in respect of Question 3:

53 comments were submitted. As above the majority of the comments were in relation to the fact that a number of respondents felt the scoring did not reflect the previous consultation, specifically the town centre location and accessibility not being given a high enough weighting. Again there were a number of general comments about the survey.

Question 4:

If you have any further comments you would like to make regarding the contract specification, evaluation questions or evaluation criteria related to the procurement of a library service in Church Stretton

66 further comments were submitted. The majority of the comments in this final question were in relation to the survey generally, with the next most mentioned comment being in relation to the need for the library to stay in its current location.

How we have used this survey information:

Shropshire Council has considered the response to the consultation and has made the following changes and clarified the following issues:

- The location criteria will be allocated an individual score within the section for proposals for operating the library. The revised scoring scheme will allow for a town centre location scoring maximum marks for that individual element.

- Safeguarding is a separate compulsory part of the procurement paperwork for which each potential provider has to provide assurances to the Council.
- Given that many comments related to the requirement for a town centre location and accessibility there will be a 5% reduction in the scoring for Governance and the marks moved into the section for proposals for operating the library, taking the total up to 35% of the marks for that section.
- Comments regarding the procurement timescales have been taken into consideration and amended accordingly.
- General comments regarding the survey have been noted.

In evaluating responses to this tender opportunity the Council has to achieve an acceptable balance between all the elements required for a successful library service. Therefore, in addition to the most important elements identified through consultation feedback, the Council must also take into consideration (and score) other relevant elements including cost to the Council, sustainability, management and governance of the library.

Appendices:

Extracts from the consultation document referenced above

Fig 2: Proposed tender questions

1.	Financial Evaluation The Financial Evaluation will take into account: <ul style="list-style-type: none">• The total Contract funding requirement over the maximum possible term of this Contract (5 years)• The quality and robustness of the accompanying five year Business Plan demonstrating sustainability of funding and including evidence to support the achievability of its aims
1.1	Contract Funding Requirement. Tenderers will be asked to fully complete a Finance Schedule spreadsheet which sets out all the costs associated with operating the library service and the sources of funding required to run it. Marks will be awarded based on the total Contract funding requirement from Shropshire Council for the running of the library service over the full potential 5 years of the Contract (a lower total contract value will achieve a higher score in this section).
1.2	Please describe how your Business Plan will ensure that any alternative (non-Shropshire Council) funding and savings and/or efficiencies identified in the Finance Schedule is sustainable and secure. Your response should include (where applicable) future alternative funding sources, proposals for income generation and how savings and/or efficiencies will be achieved.
2.	Quality In making your responses to the following questions you should read the outcomes of the recent public consultation. You should also set out how your proposals respond to the priorities of the local community identified through the consultation.
2.1	Please describe in detail your proposal for operating a public library service in Church Stretton. Your response should include: <ul style="list-style-type: none">• location• premises• staffing• volunteers• plans for opening hours

	<ul style="list-style-type: none"> • accessibility • safeguarding • risks and mitigating measures <p>Please also refer to any evidence, including the outcomes of the recent public consultation, which supports your proposal.</p>
2.2	<p>Please describe your approach to governance. This should include organisational and board structure, decision-making processes and how you will involve and be responsive to stakeholders and the local community as a whole.</p> <p>Please also refer to any evidence, including the outcomes of the recent public consultation, which supports your proposal.</p>
2.3	<p>How will you develop the range of services available through the library to meet the varied needs, now and in the future, of the local community and engage with them in a variety of ways? Please include reference to under-represented groups, people who are isolated, inter-generational activities, new technologies and changing preferences.</p> <p>Please also refer to any evidence, including the outcomes of the recent public consultation, which supports your proposal.</p>
2.4	<p>How will your proposal support the local economy and other local services and also support and promote heritage, artistic and other cultural activities?</p>
2.5	<p>Describe how you would manage the transfer of the existing library service, with the involvement of stakeholders, to ensure continuity of the service and a smooth transition for people using the library. As part of your answer please include an implementation plan detailing activity over a 24 week period from contract award to the start date of 1st August 2018 that references involvement with stakeholders, staff, library users, etc.</p>

Fig 3: Overall award criteria and relative weightings

Question	Award Criteria	Weighting
Financial Evaluation 40% of overall marks – made up of:		
1.1	Contract funding requirement (lower total contract value scores higher)	20%
1.2	Business Plan demonstrates a sustainable library service	20%
Total for Financial Evaluation		40%
Quality 60% of overall marks – made up of:		
2.1	Proposals for operating the Library	30% (35%)
2.2	Governance	15% (10%)
2.3	Service Development	5%
2.4	Support for local economy and services	5%
2.5	Transfer and implementation	5%
Total for Quality		60%
Total Overall		100%

New tender scoring percentages