

Environmental Information Regulations – Response - 27834

Under the Freedom of Information Act 2000, I am writing to formally request information regarding the digital management and booking of council-owned assets (e.g., Community Centres, Halls, Libraries, Town Halls, Sports Pitches and Pavilions).

Please provide a response addressing the following:

1. Name of venue(s)
2. Number of bookable spaces
3. Total venue income from bookings last financial year (£)
4. What booking and management system (or software) does the Council currently use for its community venues?
5. What is the financial arrangement for this system? (Please specify any upfront setup fees, recurring annual license/maintenance fees, and any commission or transaction-based fees charged to the Council or the end-user).
6. When does the current contract for this system expire?
7. Which individual within the Council is responsible for the management and oversight of this contract? (please supply name and job role)

If the Council utilises a single, centralised system across all departments, please confirm the total annual cost and the primary department responsible.

Question	Suffolk Libraries	Suffolk Archives
1	Suffolk Community Libraries	The Hold (Suffolk Archives)
2	42	5
3	£182,216.61 – this is for the period 1 st June 2025 to 31 st March 2026. Prior to June the service was delivered externally and the information on income from bookings for April & May 2025 are not held by the Council	£31,069 excluding VAT
4	None – direct bookings	Suffolk Archives doesn't use a booking and management system.
5	N/A	N/A
6	N/A	N/A
7	N/A	N/A
8	N/A	N/A

