

Community Managed Libraries

Update 1

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Costs of installing and operating self-service technology and issues to consider

Community bodies may wish to consider installing self-service issue kiosks to support the work of volunteers with issuing and returning of books from users. Note that this would need to be provided at the group's expense, LCC would not fund any capital or revenue costs of this equipment.

The following gives a brief overview of some of the things you would need to consider if you wanted to investigate this further.

The County Council has chosen Bibliotheca to provide its self-service equipment and this dictates which electronic tags need to be used. In respect of the supplier Bibliotheca, 'one-off' costs for the equipment in the range of £5.5k - 9k dependent upon the specification you select. For example, in terms of your specification you will need to consider whether you want to provide self-service with facilities added for making payments by credit/debit card.

In addition to the equipment necessary for self-service to work, the stock of books in each library needs to have an electronic tag fitted. Electronic tags are around 14 pence each and one is needed in each book. For an average library lending stock level of 5,500 books this would cost approximately £800. It would also be necessary to fit tags to any new stock or transferred stock coming into the library so an amount each year would need to be available to cover these costs. Tags can be fitted by community managed staff/volunteers as long as the specification includes a separate staff pad. The staff pad is needed to be able to load the book data from the library catalogue.

Costs of a data line to connect the self-service kiosk and any additional electrical sockets that might be needed will also need to be budgeted for.

Chip and Pin facilities would cost c£100 for set up costs

There will also be a number of on-going costs that need to be paid each year; these include printer receipt rolls, the annual support and maintenance charges and, if you have chip and pin, a fixed monthly payment.

Receipt rolls cost £1.50 and the number required will be dependent upon how busy the library is.

Annual support and maintenance costs will need to be negotiated with the supplier.

The monthly charge for chip and pin depends upon the provider.

Further information can be obtained from:

www.bibliotheca.com/1/index.php