Main Library Redevelopment update

Brief description of the paper
This is one of a regular series of updates on the Main Library redevelopment.

Action requested
For information

Resource implications
Yes, the Main Library redevelopment is a major University capital project.

Risk Assessment
Does the paper include a risk analysis? No, but a risk register is maintained for the project.

Equality and Diversity
Does the paper have equality and diversity implications? No

Freedom of Information
Can this paper be included in open business? Yes

Originator of the paper
Sheila Cannell
Director of Library Services
Lesley Bryson
Main Library Redevelopment Project Co-ordinator
September 2011
Floor 3 Opening

Floor 3, the 6th floor to be completed during the Main Library Redevelopment Project, officially opened on Monday 4th July 2011, on schedule. The floor, which proved popular with students as soon as the doors opened, houses the following:

- LC Collection (P-Z)
- East Asian Studies Collection
- 186 quiet study spaces, including 82 computers
- Catalogue Terminals
- Self Issue Machines
- Print/Copy area

East Asian Studies Collection is housed on the only open access mobile shelving in the library. Mobile shelving has been installed on this floor to maximise floor space and storage efficiency.

Floor 4 Closure

Floor 4 was fully cleared in early summer 2011 and closed for redevelopment on Friday 1st July 2011. The floor is due for completion early 2012 and will house nearly 8,000 linear meters of books and 600 study spaces. The collections relocated from Floor 4 are as follows.

<table>
<thead>
<tr>
<th>Collection</th>
<th>New Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>LC Collection (P-Z)</td>
<td>Floor 3</td>
</tr>
<tr>
<td>East Asian Collection</td>
<td>Floor 3</td>
</tr>
<tr>
<td>Journals</td>
<td>Lower Ground Floor (temporary location)</td>
</tr>
<tr>
<td>C.A.S.</td>
<td>Lower Ground Floor (temporary location)</td>
</tr>
<tr>
<td>Serjeant and Watt</td>
<td>Lower Ground Floor (temporary location)</td>
</tr>
<tr>
<td>Dewey Collection</td>
<td>Lower Ground Floor (temporary location)</td>
</tr>
<tr>
<td>Pre-current Newspapers</td>
<td>Lower Ground Floor (temporary location)</td>
</tr>
</tbody>
</table>

Planning for the repopulation of Floor 4 is in the final stages and decisions will be made during October with regards to the collections to be re-housed here following redevelopment.

Following the closure of the Lower Ground Floor in 2012 there will be a temporary relocation of existing Lower Ground Floor staff to Floor 4. This will be for the duration of the Lower Ground Floor development phase only. Following completion the handover of Floor 4 is due to take place on 6th February 2012.

Move of Student Services to the Main Library
Student Services which encompasses Careers Service, Student Counselling Service and Student Disability Service, relocated to the Main Library during summer 2011 and can now be found on Floor 3. The service officially opened the doors to their new home on August 1st. IS and Student Services staff meet regularly on building related issues.

Retrieval Service

During the clearance of Floor 4 and repopulation of Floor 3 a request and retrieval service was put in place for any collections temporarily unavailable for self retrieval. On line requests were made via the library catalogue with material available for pick up from the helpdesk twice daily. An equivalent service will be in place during all subsequent book moves.

Lower Ground Floor Closure

- Closure & Redevelopment
  Work on the final phase of the Main Library Redevelopment Project, the Lower Ground Floor, is due to commence on March 19th 2012. Prior to this date all existing staff, collections, storage areas and facilities will be cleared out and relocated, in many cases temporarily.

  Following completion of the Lower Ground Floor the newly developed floor will house: two main staff areas, meeting rooms and meeting booths, a staff café, two closed access books stores, a collections closed access store, the facilities team and the mailroom.

- Move Management
  Discussions will begin shortly with the move managers to plan the schedule of book and staff moves. Collections moves from the from the Lower Ground Floor to Floor 4 will commence on 23rd February with staff moves currently scheduled for w/c 13th February.

  During the redevelopment of the Lower Ground floor all existing lower ground floor staff will be relocated to a temporary office space. The collections management team, acquisitions and metadata, e-reserve, ILL and e-resources teams will be relocated to a temporary staff space on Floor 4 and the facilities team and cleaning staff will be located in temporary cabins to the west side of the building. The temporary staff space on Floor 4 will revert to study space following the re-opening of the lower ground.

- Facilities
  One of the biggest issues during the final phase of the project will be the loss of the back door and the main delivery route into the Main Library. Discussions are still ongoing with the project team and estates and buildings, however, a likely solution is the temporary location of the messenger and cleaning teams in cabins to the west side of the building, with a lift up from ground to this level.

- Ongoing Planning and Design
  Discussions continue regarding the final layout and design of the Lower Ground Floor. A number of consultations have been held between the project team and relevant staff members. A “furniture day” is planned later in the year to allow staff due to be located on the lower ground floor to have a look at and try out for themselves the planned new desks.
Winter 2012 Book Moves

The next key phase of collections moves will take place towards the end of January 2012, when the repopulation of Floor 4 commences. Planning will begin soon with the move managers and the final decisions regarding collections locations on Floor 4 will take place during October 2011. Book moves will take place from January 23rd, avoiding key winter and spring examination periods. Disruption will be kept to a minimum during all book moves.

On-going Facilities and Services Issues

Throughout the Main Library Redevelopment Project there have been on-going maintenance issues with the library lifts and problems with break down have been experienced during book moves and at other times. As a result the Strategic Project Board have agreed that all three lifts in the Main Library will be replaced. Specification for the new lifts is being prepared at present with work likely to start within the next 6-8 months. Installation time will be approximately 24 weeks and all works will be programmed around key dates and essential moves.

External Works

The slabs outside the Main Library, George Square Lecture Theatre and the Business School are being replaced. The Main Library works will take place from October to April. Access and disabled access will be maintained at all times.

Throughout redevelopment work, we will keep you up to date with progress and regular construction updates are available on the MLRP website - www.ed.ac.uk/is/mlrp. Plasma screens in the Library are also updated regularly.

If you have any queries, please contact mlrp@ed.ac.uk.

Lesley Bryson, Main Library Redevelopment Coordinator
Sheila Cannell, Director of Library and Collections
29 September 2011