

Appendix 1

Open Access Implications by Library

| Library | Building Considerations | Operational changes needed | Estimate Cost of Works (Capital) | Revenue Implications | Delivery Phase |
|-----------------|---|---|---|--|---------------------------------|
| Alconbury Weald | New Build – Will have Open Access in design and build spec | Ensure specification meets best practice identified | N/A within development costs | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Arbury Court | External lighting and some fire exit adjustments. New IT switch required. Lighting, fire alarm and CCTV upgrade | Possible internal desk changes. | Estimate building work £16,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £26,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Bar Hill | Post Office and stock risk if library open without post office. Partition needed. Lighting, fire alarm and CCTV upgrade | Post office stock security | £27,000 building costs Open Access solution: £8,000 A Additional Furniture - £2000 Total £37,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Linked to future of Post Office |
| Barnwell Road | Building requires significant work (new roof etc.) Recommend delay until new library currently in viability planning. | | N/A within development costs Open Access Solution £8,000 Upgraded Fire Alarm & CCTV £5000 Total £13,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Buckden | Fire alarm upgrade, mag locks for the door, query on fire exit. Level fire exit Lighting and CCTV upgrade. | New smaller counter identified. | Estimate building work £19,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £29,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Burwell | External lighting and some fire exit adjustments. New IT switch required. Lighting, fire alarm and CCTV upgrade | | Estimate building work £15,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £25,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |

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|-------------------|--|--|---|---|--|
| Cambourne | Difficult in current building arrangement due to shared entrances. Sackville House due for redevelopment work currently in consultation recommend install is linked to this work with a special out of hours entrance for the library that does not impact health offer. | Trial opening library in closed periods supported by partners in the building. | N/A within development costs Open Access Solution £8,000 Upgrade Fire Alarm and CCTV £5000 Total 13,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked to address query of access. |
| Cambridge Central | Very challenging. Would likely need to restrict access to ground floor with limited offer unless substantial staffing used. | Limited extended hours available due to lease with Lions Yard and existing high staffed hours. | Estimate building work £24,000 Open Access solution: £8,000 Additional Furniture - £4000 Total: £36,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Security - £20,500 Total £23,700 | Query due to revenue costs |
| Chatteris | External lighting and improved fire exit requiring planning permission. New IT cabinet & Switch | Fenland District Council partner use of the building. | Estimate building work £26,970 Open Access solution: £8,000 Additional Furniture - £2000 Total: £37,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Cherry Hinton | Project to redevelop as Cherry Hinton Hub. Open Access considered in design. So only building costs to upgrade lighting and fire specs to Open access design. | Possible use of community group to extend opening hours instead of Open Access, due to community café. | £5,000 building costs Open Access: £8,000 Additional Furniture - £2000 Total £15,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Clay Farm Centre | Outside scope | Existing increased access linked to building opening hours | N/A | N/A | Not Planned |
| Comberton | New IT Switch. Upgrade work required to alarms, doors. | Linked to Community College and access/hours to be negotiated. | Estimate building work £15,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £25,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Cottenham | New doors, some structural work on fire exit, new fire panel and external lighting. New IT Switch. Expansion to electricity supply. | | Estimate building work £30,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £40,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |

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|----------------|---|--|---|---|--|
| Darwin Green | New Build – Will have Open Access in design and build spec | Ensure specification meets best practice identified | N/A within development costs Upgrade Fire Alarm and CCTV £5,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Ely | Internal doors replacing. | No ground floor presence and use of first floor via fire lift would require 2 staff present to operate | Estimate building work £15,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £25,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Security - £20,500 Total £23,700 | Query due to revenue costs |
| Great Shelford | Changes to fire exit panels. | | Estimate building work £15,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £25,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Histon | Lease hold being redeveloped. Core building work in spec, upgrade to CCTV, Fire alarm panel and lighting for open access. | Open Access built into the design | Estimated work £5,000 Open Access Solution £8,000 Additional Furniture - £2000 Total: £15,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Huntingdon | Unable to restrict access without major reconfiguration of the building. Recommend staffing and small changes to fire exits to use Open Access. | Already operating self-service hours with registration to maintain building access when library closed on Thursday afternoons. | Estimate building work £7,000 Open Access solution: £8,000 Additional Furniture - £4000 Total: £19,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Security - £20,500 Total £23,700 | Query due to revenue costs |
| Linton | New IT Switch, work required on fire exit, front ramp and possibly gates to building. Significant work would require agreement of Parish Council and other tenants. | Negotiation with landlord on access and security of wider premises due to shared site. | Estimate building work £30,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £40,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Query due to leasehold agreement, partners and cost. |
| Littleport | New IT Switch, structural work on rear fire exit. | | Estimate building work £18,000 Open Access solution: £8,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |

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| | | | Additional Furniture - £2000 Total: £28,000 | | |
| March | External lighting and some fire exit adjustments. New IT switch required. Lighting, fire alarm and CCTV upgrade | FDC owned building and land. So some negotiation on external pedestal. | Estimate building work £15,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £25,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Pilot |
| Milton Road | Query on front door addition of mag locks, CCTV | | Estimate building work £13,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £23,000 | CCTV monitoring Open Access Maintenance Total | 2 nd Phase |
| Northstowe | New Build – Will have Open Access in design and build spec | Ensure specification meets best practice identified | N/A within development costs | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Papworth | Change to entrance required as currently different doors used on different days. | Negotiation with other partners and building owner. | Estimate building work £15,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £25,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Ramsey | Limited work needed due to recent refurbishment. Fire Panel, CCTV and mag lock upgrades. | Currently community opens one closed day a week. | Estimate building work £10,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £20,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Rock Road | Fire escape work and replacement entrance doors. New IT Switch and possible closing of meeting room for fire risk assessment. Fire alarm and CCTV upgrade work. | Current out of hours weekend hire by school which would be impacted. | Estimate building work £23,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £33,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Pilot |
| Sawston | New build designed with Open Access in mind. Just some CCTV installation and new fire alarm work | Review how this will work alongside Children's services partners | Estimate building work £5,000 Open Access solution: £8,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 | Pilot |

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| | | | Additional Total: £13,000 | Total £3,200 | |
| Sawtry | New IT Switch, otherwise Fire alarm and CCTV upgrade | Check with partners around access issues | Estimate building work £10,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £20,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Soham | Upgrade and move fire panel, CCTV, Lights, mag locks on doors, | | Estimate building work £18,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £28,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Pilot |
| St Ives | Already Open Access compliant | | Open Access: £8,000 i.e. upgrade to new software/hardware | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Pilot |
| St Neots | Restrict Open Access to first floor – Upgrade fire exits to modern compliance. Fire panel and CCTV upgrade work. | | Estimate building work £25,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £35,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Warboys | New IT Switch, upgrade to alarm systems. CCTV and Lighting upgrades | Some wider building works required for maintenance issues. | Estimate building work £18,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £28,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Whittlesey | Rear fire exit and entrance stair case securing. | S106 funded refurbishment planned try to link works. | Estimate building work £25,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £35,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Development Linked |
| Willingham | New IT Switch, Fire escape gate work required, external lighting. Upgrade to | | Estimate building work £15,000 Open Access solution:8,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 | 2 nd Phase |

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| | alarm systems. CCTV and Lighting upgrades | | Additional Furniture - £2000 Total: £25,000 | Total £3,200 | |
| Wisbech | Problematic low ceiling for cameras may need to raise or remove false ceiling. Restrict access to ground floor. Fire exit ramp required. | Review ground floor furniture layout to aid CCTV & OPEN ACCESS. Anti-social behaviour concerns. | Estimate building work £28,000 Open Access solution: £8,000 Additional Furniture - £4000 Total: £40,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | 2 nd Phase |
| Yaxley | Significant accessibility issues including main entrance and fire exits. Check who owns the land. Inside upgrade to alarm systems. CCTV and lighting | | Estimate building work £35,000 Open Access solution: £8,000 Additional Furniture - £2000 Total: £45,000 | CCTV monitoring - £1,700 Open Access Maintenance: £1,500 Total £3,200 | Query due to building costs and who is responsible for pavement access. |