

**UNIVERSITY OF BATH ANNUAL STATISTICAL SUBMISSION TO SCONUL,  
2008/09**

**Section 0: Organisation structure**

- 0a. Which of the following best describes your organisational structure?  
Separate academic computing service and library.
- 0b. Which of the following are also managed by the Librarian or equivalent?  
None.
- 0c. Has your library been established as a company by your institution?  
No.

**Section 1: Accommodation and provision for studying**

- 1a. Number of libraries (excluding separate stores)  
1.
- 1a1. Number of separate stores  
0.
- 1b. Total gross floor area occupied by traditional library services (in square metres)  
8,000.
- 1b1. Total gross floor area occupied by separate stores (in square metres)  
0.
- 1c1. Estimate the percentage of overall library space devoted to the provision of  
University help and support  
5.
- 1c2. Estimate the percentage of overall library space devoted to IT provision  
19.
- 1c3. Estimate the percentage of overall library space devoted to traditional library  
resources and services  
76.
- 1d. Total number of study places  
1,183.
- 1e. Number of open access workstations  
460.
- 1f. Number of study places [included in 1d.] with a fixed network connection but  
no equipment  
45.
- 1g. Number of study-place-hours per week  
198,744.

- 1h. Number of workstation-hours per week  
77,280.

Comments: 1a. Oakfield Campus and Library, Swindon was closed July 2008.

## **Section 2: Provision of stock**

- 2a. Total catalogued book stock  
613,405.
- 2b. Metres of archives and manuscripts  
390.
- 2c. Number of additions to stock of books, pamphlets, ephemera, bound volumes of serials, and all other printed (hard copy) material. Count physical items, regardless of size. Exclude microforms (unless representing periodicals)  
10,076.
- 2d. Number of unique serial titles received by subscription  
16,093.
- 2e. Number of unique titles received as printed items only  
458.
- 2f. Number of unique titles received in electronic form only  
14,671.
- 2g. Number of unique titles received in both print and electronic form  
964.
- 2h. Metres of archives and manuscripts received  
0.
- 2k. Number of electronic databases received by subscription or licence  
75.
- 2l. Number of electronic books  
17,415.
- 2j. Number of items disposed of from the categories listed in the stock count at 2a, that is to say, books, pamphlets, ephemera, bound volumes of serials, and all other printed (hard copy) material. Count physical items, regardless of size, except that significant numbers of periodical parts should be divided by the usual number of parts in a volume, in order to produce a notional figure for their equivalents as bound volumes. Include microforms only if they represent periodicals  
6,809.

## **Section 3: Clientele**

- 3a. Number of academic staff (FTE) (Supplied by HESA)
- 3b. Number of students (FTE) (Supplied by HESA)

- 3c. Number of registered external users  
572.
- 3d. Number of other university staff (FTE)  
965.
- 3h. Total number of FTE users will be calculated

**Section 4: Use of library - visits**

- 4a. Total number of users entering the library during a year  
1,082,980.
- 4a1. (If this information is available) total number of visits by external users  
(those who are not members of your institution)  
n/a.
- 4b. Average number of users in the library (not entering the library) on sample days  
695.
- 4e. Total number of loans  
732,209.
- 4f. Number of items consulted from special collections  
184.
- 4g. Number of active borrowers  
11,783.
- 4h. Total number of applications made to borrow/hire from other libraries, and  
obtain through document delivery services  
6,426.
- 4i. Total number of applications satisfied  
5613.
- 4j. Number of items supplied to other libraries  
61.
- 4k. Number of library staff hours spent delivering orientation sessions, post-  
orientation, information skills etc.  
459.
- 4l. Number of person-hours received by users in orientation, post-orientation,  
information skills sessions  
8,450.
- 4m. Number of photocopies made  
430,891.
- 4n. Number of sheets printed on computers in libraries  
1,724,123.
- 4p. Number of information resource related enquiries handled during sample week  
127.

- 4q. Number of procedural/directional enquiries handled during sample week  
190.
- 4r. Number of enquiries made of library staff about IT-related matters such as printers, passwords, and general software packages during sample week  
57.
- 4s. Number of successful requests for full-text articles (journals only)  
1,407,292.
- 4t. Number of successful section requests for electronic books  
286,514.

### **Sections 5 & 6: Library staff & expenditure**

- 5a/6a. Total professional posts  
23.4 / 947470.
- 5b/6b. Total other library posts  
22.1 / 587189.
- 5c/6c. Total library/information ancillary posts  
6.4 / 81291.
- 5d/6d. Total project-funded posts  
4 / 169729.  
National Cataloguing Unit for the Archives of Contemporary Scientists.
- 5e/6e. Total library/information posts = 5/6a+5/6b+5/6c (+5/6d - see definitions)  
55.9 / 1785679.
- 6f. Total London weighting (for posts included in 5e)  
0.
- 5f/6g. Total other staff not listed above reporting directly to the University Librarian/  
Director of Information Services  
n/a / n/a.

### **Section 7: Expenditure - information provision and access**

- 7a. Books including special collections  
186,719
- 7b. All serial subscriptions (=7c+7d+7e)  
£1,459,182.
- 7c. Subscriptions to serials received as print only  
239,608.
- 7d. Subscriptions to titles received in electronic form only  
680,454.
- 7e. Serials subscriptions received in both print and electronic form  
539,120.

- 7f. Binding, preservation and repairs  
£9,615.
- 7g. Electronic resources (=7h+7j+7k)  
£418,755.
- 7h. Subscriptions to electronic databases  
£326702.
- 7j. Expenditure on e-books  
£92,053.
- 7k. Expenditure on other digital documents  
£0.
- 7l. Inter-library transactions  
£36,183.
- 7l1. Non-book and other library materials, not included elsewhere  
£0.
- 7m. Total information provision; access expenditure (= 7a+7b+7f+7g+7l+7l1)  
£2,110,454.

Comments on 7a - 7m: 7c and 7e are estimated.

- 7n. Total equipment expenditure  
£65,993.
- 7n1. Total expenditure on the purchase of equipment for the main library automated system; excludes microcomputer systems for small dedicated tasks or for general administrative or staff use unless the primary use of the device is associated with the main automated system.  
£0.
- 7n2. Expenditure on the leasing of equipment for automated systems as defined above  
£0.
- 7n3. Any other expenditure from any source related directly to automated systems as defined above; include the costs of use of institutional, central cooperative or shared systems for library operational purposes  
£0.
- 7n4. Maintenance, repair & licences (including software licences) for automated systems as defined above  
£30,447.
- 7n5. The cost of any other library IT expenditure e.g. PCs library networking, CD equipment etc  
£6,817.
- 7n6. Any other equipment expenditure, e.g. audio-visual, photocopiers  
£0.

- 7n7. The cost of shelving, reader places, office furniture and fixtures and fittings.  
£22,481.
- 7n8. Cost of all equipment repairs and maintenance ; includes both incidental repair and maintenance agreement costs  
£6,248.
- 7n9. Any building improvement and maintenance expenditure funded from any source. Includes general maintenance and repair of buildings if charged to the library.  
£0.
- 7n10. Total (= 7n)  
£65,993.
- 7o. Total expenditure on buildings; utilities  
£0.
- 7p. Total other institutional cross-charges  
£0.
- 7q. Total other operational expenditure  
£230,841.
- 7q1. Cost of travel, subsistence, course and conference fees, in-house and external training costs met by the library. Excludes staff development provided by institutions centrally unless recharged to the library  
£18,412.
- 7q2. Any other staff costs actually charged to library e.g. management consultancy, removal expenses, recruitment. Any enhanced benefits or packages paid to staff, including early retirement but excepting performance-related pay, should be entered here rather than within salaries at section 6  
£16,733.
- 7q3. Any charge to the library for telephones or telecommunications  
£5,427.
- 7q4. Costs to the library for providing reprographic services, and any charges made by central reprographic services for user-related photocopying  
£50,711.
- 7q5. Stationery, printing and other consumables costs. Includes paper for photocopying  
£24,095.
- 7q6. The cost of postage actually charged to the library  
£6,988.
- 7q7. The cost of purchasing catalogue records  
£3,639.
- 7q8. Money paid to other institutions for library services (if not itemised under separate expenditure headings)  
£0.

- 7q9. Money received on behalf of, and later forwarded to, other partners in a project  
£0.
- 7q10. All other expenditure not specified elsewhere; includes e.g. hospitality, transport etc. Also copyright licences including off-air recording licences if charged to the library budget  
£104,836.
- 7q11. Total (= 7q)  
£230,841.
- 7r. Total operational expenditure (=7o+7p+7q)  
£230,841.
- 7x. Total gross library expenditure (= 6e+6f+7m+7n+7r)  
£4,192,967.

### **Section 8: Library income**

- 8a. Block grant  
£3,812,000.
- 8b. Other income: internal  
£250,185.
- 8b1. Fines for overdue loans, and reparation for lost items etc  
£59,069.
- 8b2. Photocopying (gross if expenditure was included at 7q, net if not)  
£191,116.
- 8b3. Net income accruing to the library from any in-house bindery operating as a commercial enterprise  
£0.
- 8b4. Sale of publications, goods and services not entered elsewhere. Include VAT refunds here  
£0.
- 8b5. Gross income from providing online services of all types, to departments, individuals, external users etc. The costs should be included in 7g  
£0.
- 8b6. Income from any source for providing Inter Library transactions services. Costs should be included in 7f. Include income from, for example, receipts for refunds for unused forms or end-user charges  
£0.
- 8b7. Any other internal income  
£0.
- 8b8. Total (=8b)  
£250185.

- 8c. Other income: external  
£185,142.
- 8c1. Income from external users for library membership, and income from separately funded students e.g. a library share of an institutional health authority contract directly credited to the library but not included in the main annual grant  
£7,523.
- 8c2. Income received from other institutions for the provision of library services  
£7,890.
- 8c3. Income from providing any other commercial service e.g. consultancy  
£0.
- 8c4. Research grants, either held by the library or contributions from grants held by others: for example, a share of a research grant held by an academic department credited to the library for services rendered in relation to that project  
£0.
- 8c5. Income received for projects; etc., even if some of it is received on behalf of, and spent, by other institutions (that element should also be recorded at 7q)  
£169,729.
- 8c6. Actual annual income received from donations and bequests. Do not include the capital sum of gifts received from which annual income is derived. Do not enter the monetary value of material gifts  
£0.
- 8c7. Income earmarked solely for equipment purchase from any source; includes Funding Councils' capital grants; excludes funding for equipment included within research or other income listed elsewhere  
£0.
- 8c8. Income from any external source earmarked for specific projects or developments; include for example Research Support Libraries Programme income and funds resulting from successful bids for projects  
£0.
- 8c9. Any other income from external sources  
£0.
- 8c10. Total (= 8c)  
£185,142.
- 8x. Total income (= 8a+8b+8c)  
£4,247,327.