

LIBRARY COUNCIL OF NSW

# 2014–15 Annual Report



STATE LIBRARY®  
NEW SOUTH WALES



LIBRARY COUNCIL OF NSW

# 2014–15 Annual Report

## CONTACT INFORMATION AND ACKNOWLEDGMENTS

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Service	Monday to Thursday	Friday	Saturday	Sunday
State Library website providing access to our collections, services and public programs: <a href="http://www.sl.nsw.gov.au">www.sl.nsw.gov.au</a>	Available 24/7	Available 24/7	Available 24/7	Available 24/7
Governor Marie Bashir Reading Room	9 am – 8 pm	9 am – 5 pm	10 am – 5 pm	10 am – 5 pm
Mitchell Library Reading Room	9 am – 8 pm	9 am – 5 pm	10 am – 5 pm	10 am – 5 pm The Special Collections area is closed on Sundays
Ask a Librarian service For quick answers in person or via telephone, email, web, fax or post	9 am – 8 pm	9 am – 5 pm		
drug info @ your library Online	Available 24/7	Available 24/7	Available 24/7	Available 24/7
Public Library Funding and Advisory Service	9 am – 5 pm	9 am – 5 pm		
Galleries	9 am – 5 pm Thursdays till 8 pm	9 am – 5 pm	10 am – 5 pm	10 am – 5 pm
Online exhibitions: <a href="http://www.sl.nsw.gov.au/events/exhibitions">www.sl.nsw.gov.au/events/exhibitions</a>	Available 24/7	Available 24/7	Available 24/7	Available 24/7
Online Discover Collections: <a href="http://www.sl.nsw.gov.au/discover_collections">www.sl.nsw.gov.au/discover_collections</a>	Available 24/7	Available 24/7	Available 24/7	Available 24/7
Library Shop Onsite Online	9 am – 5 pm Available 24/7	9 am – 5 pm Available 24/7	11 am – 5 pm Available 24/7	11 am – 5 pm Available 24/7
Cafe Trim	7.30 am – 5 pm	7.30 am – 5 pm	10.30 am – 4.30 pm	10.30 am – 4.30 pm
Shakespeare Room	Tuesdays 10 am – 4 pm			
Venue Hire Venue Hire Office	6 am – midnight 9 am – 5 pm	6 am – midnight 9 am – 5 pm	6 am – midnight	6 am – midnight

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## FINANCIAL REPORT 2014–15



# Our Library

# Letter of submission

# Our Library

October 2015

The Hon. Troy Grant MP  
Deputy Premier  
Level 17, 52 Martin Place  
Sydney NSW 2000

Dear Deputy Premier

We take pleasure in submitting the Annual Report and Financial Statements of the Library Council of New South Wales for the year ending 30 June 2015 for presentation to Parliament.

These documents have been prepared in accordance with the provisions of the Annual Reports (Statutory Bodies) Regulation 2010, and the *Public Finance and Audit Act*, as amended.

Submitted on behalf of the Library Council of New South Wales

Yours sincerely



Mr Andrew Tink AM  
President, Library Council of New South Wales



Dr Alex Byrne  
NSW State Librarian & Chief Executive  
and Secretary, Library Council of New South Wales

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## OUR LIBRARY

A world leading library and centre of digital excellence, the State Library of NSW informs, educates, inspires and surprises online, onsite and on tour. The Library's rich heritage collections, contemporary print and digital materials, partnership with the public library network and vibrant collaborations enable Australians to interrogate our past and imagine our future.

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## MISSION AND VALUES

To strengthen the community by being the trusted provider of quality information services by:

- providing equitable access to contemporary and historical knowledge
- collecting and preserving Australia's heritage
- promoting our role as a cultural destination
- collaborating with the NSW public library network.

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## OUR CORE VALUES AND BELIEFS

- Integrity
- Trust
- Service
- Accountability
- Equity of access
- Innovation and engagement

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## VISION

For the community, we aspire to be a Library that is:

- a pre-eminent and welcoming cultural destination
- acknowledged for excellent client service and staff expertise
- an innovative gateway to information and cultural enrichment
- recognised for a unique and accessible collection
- an active advocate for the NSW public library network
- a proactive partner in knowledge creation.

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## OUR STRATEGIC PRIORITIES

- People and communities
- Staff and capability
- Collections and access
- Sustainability

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#### **WORLD LEADING LIBRARY**

The State Library of NSW is the premier library for the people of NSW. Its peers are the world's great libraries, those that tell of the development of our societies and the unfolding stories of humanity.

The Library's extraordinary collections document the heritage of Australia and Oceania and are one of the State's most valuable assets. By building, preserving and delivering its collections, including today's born-digital materials, the Library enables Australians to interrogate our past and imagine our future.

As a developing centre of digital excellence, the Library engages online across NSW, Australia and globally. Its collections are increasingly delivered digitally for all to use and repurpose, providing depth for the researcher and stimulus to the creative industries. Free access to online journals, databases and learning materials is provided throughout the state.

At its heritage home on Macquarie Street at the heart of Sydney, the Library is a knowledge landmark, a pre-eminent cultural destination which attracts scholars, students and visitors who can read, converse, learn, visit exhibitions or enjoy events. Mirrored online, the services and spaces for study, learning, exhibitions, events and encounter are friendly and stimulating.

The State Library works in partnership with the public library network to enrich the lives of people and communities across NSW. Onsite and online, public libraries anticipate the needs of children and families, young people and students, working people, older people, visitors and business, and the particular interests of Australia's Indigenous peoples and multicultural population. Local services are extended by the information services, educational programs and exhibitions provided onsite, online and on tour through the expertise of the State Library's staff and the strength of its partnerships.

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#### **OUR SERVICE GUARANTEE**

- Timely, relevant and accurate information provided from anywhere in the world to anywhere in the state
- Courteous, friendly and efficient staff
- Requests for information and advice responded to promptly
- Resources held in our collections are easily accessible
- Services and resources meet the needs of Aboriginal and Torres Strait Islander clients, people from non-English speaking backgrounds and clients with disabilities
- Appropriate and well-maintained equipment and facilities are available
- Training courses provide participants with valuable and relevant skills
- Fee-based services deliver value for money

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#### **HISTORY OF OUR LIBRARY**

The State Library of NSW is the oldest library in Australia. In 1869 the NSW Government purchased the Australian Subscription Library, which had been established in 1826, to form the Sydney Free Public Library, the first truly public library for the people of NSW. The Mitchell Library, the first library in the country to concentrate entirely on Australian content, opened in 1910.

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#### **OUR LIBRARY'S LEGISLATION**

The Library Council of NSW is the governing body of the State Library. Library Council objectives are defined in section 4A of the *Library Act 1939*.

# Library Council of NSW – President’s message



**ANDREW TINK AM**  
PRESIDENT  
LIBRARY COUNCIL OF NSW

It is a tremendous honour to be President of the Library Council of NSW, following on from my long association with the Library, and the past three years on the Library Council.

NSW Government support for the Library’s 10-year Digital Excellence Program, which commenced in 2012, has made significant heritage material available online through digitisation, including rural and regional newspapers, First World War diaries, photographs and oral history. The program continues to improve the Library’s technological infrastructure and online delivery and we are grateful for the government’s ongoing support.

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#### **LIBRARY HONOURS**

In October 2014, the State Reference Library was renamed the Governor Marie Bashir Reading Room and the Honourable Dame Marie Bashir AD, CVO, was also awarded the Medal of the Library Council of NSW, the highest honour in the inaugural Honours of the Library Council of NSW.

The Honours, which recognise outstanding contributions to the cultural enrichment of Australia through library and information excellence, include the Dixson Medal, the Ifould Medal as well as honours that confer Emeritus Curator status and Honorary fellowships. There were two sets of awards in 2014–15 which are described elsewhere in this report.

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#### **FOUNDATION SUPPORT**

The State Library of NSW Foundation raised \$4.3 million in 2014–15. This significant sum has supported essential refurbishments in the Mitchell Library building as well as contributing to collection acquisitions and preservation, exhibitions and education programs. It includes \$1.15 million in donations to the Mitchell Library renewal campaign. Thanks to the generosity of our passionate supporters, the Mitchell Library Reading Room and other heritage areas have been refurbished.

The Foundation’s support for research and literature was enhanced this year with a new research fellowship and a new literary award. The Coral Thomas Fellowship was established in December 2014 in honour of Coral Kirkwood Thomas née Patrick (1920–1996) through the generosity of Rob Thomas AM, Kyrenia Thomas and family.

The Library's most significant fellowship, it aims to encourage deep and focused research into Australian culture, history and society, drawing on Australian and international research collections. The Russell Prize for Humour was launched in December 2014 through a bequest of the late Peter Russell Wentworth.

Two important partnerships continued this year, with the Rio Tinto sponsored Rediscovering Indigenous Languages delivering access to collection material featuring over 100 Indigenous languages through a new website. Our partnership with News Corp Australia, to commemorate the centenary of the First World War, has made the Library's rich collection of personal diaries and papers available through digital and print media, tours to regional NSW communities and curriculum-based learning resources.

Our 100 volunteers have brought their experience, knowledge and enthusiasm to contribute a total of 11,960 hours to the Library. Volunteers were recruited as exhibition hosts and to assist with the newly reopened Friends Room. This year 1216 online volunteers have registered to use our new transcription tool, enabling them to transcribe, edit and correct digitised manuscripts.

#### **EQUITY OF ACCESS**

Visits to the 367 public libraries across NSW have increased by 30% since 2000, according to figures released in June 2015. Free WiFi and non-traditional programming to meet the needs of increasingly diverse communities – such as a seed library, music resources and meditation workshops – is largely behind the growth. The State Library supports the public library network by administering grants and advising libraries on building improvements, technology and innovative services.

The four-year Revitalising Regional Libraries initiative has delivered WiFi hotspots to rural and regional libraries across the state. These regions are also gaining an introduction to the Library's collection, with 7500 students taking part in the program *Far Out! Treasures to the Bush* this year. Overall, 20,000 people attended the Library's learning programs this year. Our public events program offered an exciting program of talks by curators, photographers and researchers as well as storytime for preschoolers and lifelong learning workshops focusing on technology and family history.

#### **ACKNOWLEDGMENTS**

I would like to thank the State Librarian and Chief Executive Dr Alex Byrne for his energetic and enthusiastic leadership. Over the past year, Alex's vision for the Library has manifested itself in the refurbishing of the Mitchell Library building, the launch of the campaign to expand our gallery spaces, the growing digital reach of our \$3.15 billion collection, and an extensive engagement with Indigenous communities.

Library staff continue to demonstrate their collection knowledge, passion and expertise daily in the reading rooms and in our many specialist areas, through our exhibitions and displays, and in our tours and talks. Their work enhances the Library's reputation as a world leading library.

It is a pleasure to personally thank the members of the Library Council for their tireless support and the Foundation Board members who have raised much needed funds for this great cultural institution. This is also an opportunity to acknowledge our generous donors and supporters who have made possible the acquisition and conservation of so many significant aspects of our collection.

In conclusion, I would like to commend the extraordinary contribution of Rob Thomas AM whose nine years on the council – eight of those as President – concluded in December 2014. Rob brought to the council a deep understanding and appreciation of the Library and its collections and a desire that as many people as possible could share in its cultural and educational riches. He has also raised the Library's profile within the Australian business community by actively encouraging significant corporate and individual sponsorship for the Library.

I feel privileged to have such a close association with the Library's collection, having found it an endless source of fascination during my own research. I look forward to another year in which the collection is made even more accessible, extending its reach to people of all ages, both in the state and worldwide.



Andrew Tink AM  
President, Library Council of NSW

# From the NSW State Librarian & Chief Executive



**DR ALEX BYRNE**  
NSW STATE LIBRARIAN  
& CHIEF EXECUTIVE

The past year has seen an exciting array of activities and achievements at the Library, all of which confirm our position as a world leading library. From the Mitchell renewal to the continued growth of the Digital Excellence Program – the latter contributing to the substantial revaluation of the Library’s collection – it has been a year in which we have extended our connection with the community onsite, online and on tour through exhibitions, visits by conservators and education specialists and by enhanced engagement with Indigenous communities across city and regional New South Wales.

## **CULTURAL VALUE**

At this year’s five-yearly valuation, the value placed on the Library’s collection has increased by \$1 billion taking it to \$3.15 billion (up from \$2.14 billion in 2010), making it the most valuable Library collection and the third most valuable cultural collection in Australia. Largely responsible for this significant increase was NSW Government funding to provide electronic records for collection items and to digitise a large volume of books, manuscripts and artworks. This increase in the valuation emphasises the incalculable cultural value of the Library’s collection which is far more significant than the financial measure.

## **MITCHELL RENEWAL**

Through the generosity of contributors to the Mitchell renewal campaign, the heritage rooms on the ground floor in the Mitchell building have been refurbished. New lighting, furnishings and carpet have improved the grand Mitchell Library Reading Room, with a glass partition separating the special collections from the general reading area. The Friends Room, which was the original reading room of the Mitchell Library, has been refurbished and a new Gallery Room has been restored for public events. This was achieved thanks to the unstinting support of the State Library’s magnificent Foundation.

## **FIRST WORLD WAR UNESCO RECOGNITION**

The Library’s collection of First World War diaries and letters was included on the UNESCO Australian Memory of the World Register in December 2014, our third entry on the Register. The year also saw the digitisation of all the diaries and letters, a total of 168,000 pages with 40% transcribed and online. Highlights of the first year of our World War I commemorative program included the major exhibition *Life Interrupted: Personal Diaries from World War I*, a dedicated website, and a play, *A Town Named War Boy*, produced in collaboration with the Australian Theatre for Young People.

## **DIGITAL EXCELLENCE**

In the past year we have digitised 53,000 pages of First World War soldiers’ diaries, 5464 hours of oral history and 1.5 million pages of NSW newspapers, bringing the total number of ‘turned digital objects’ to 6.7 million. This has been made possible with support from the NSW Government through the Digital Excellence Program. Newly available online are letters, cartoons and ephemera from the First World War, the lantern slides of environmental activist Myles Dunphy, and natural history watercolours from the 1850s by former Australian Museum curator Gerard Krefft. The innovative DX Lab has been launched to experiment with new technologies to find interesting ways to explore the Library’s collections, data sets and services through a diverse range of digital experiences and collaborations.

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#### **SUPPORTING RESEARCH AND LITERATURE**

The Library manages a range of awards for research and literature, including the NSW Premier's Literary and History awards, the Ashurst Business Literature Prize and the National Biography Award. Supported by Rob Thomas AM, the newly announced Coral Thomas Fellowship aims to encourage deep and focused research into Australian culture, history and society, drawing on Australian and international research collections. The biennial Russell Prize for Humour Writing – the only national prize for that genre – was launched in December 2014 through a bequest of the late Peter Russell Wentworth.

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#### **BUILDING NEW AUDIENCES**

Twenty thousand school students and teachers visited the Library in 2014–15 to take part in our learning programs on subjects ranging from Shakespeare to Antarctica. More than 7500 students from NSW rural and regional schools participated in our program *Far Out! Treasures to the Bush*. These interactive workshops give schoolchildren and teachers in regional communities the chance to see original material related to Indigenous heritage and British colonisation.

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#### **WORKING WITH COMMUNITIES**

This year is the 50th anniversary of the 1965 Freedom Ride, when students from the University of Sydney set off on a bus trip around regional NSW to bring attention to discrimination against Aboriginal peoples. The Library has digitised unpublished images of the journey from the *Tribune* newspaper archive, which will go on display in September 2015. We are working with the Dhiiyaan Aboriginal Centre at Moree to collaboratively tell the story around the photographs and identify information on Kamilaroi heritage in the Library's collection.

The Foundation also announced the completion of the Rio Tinto-sponsored Rediscovering Indigenous Languages project, and the launch of a website that makes newly discovered Indigenous wordlists and other community information accessible.

We have also completed the NSW government-funded Revitalising Regional Libraries initiative, significantly enhancing online access to cultural and educational resources in those libraries.

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#### **NEW ACQUISITIONS**

Foundation funding enabled the purchase of the first edition of *The World Encompassed by Sir Francis Drake* (1628) and oral histories of culturally and linguistically diverse communities in NSW.

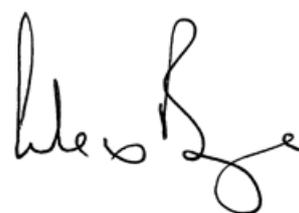
Other high profile acquisitions included a collection of letters written by Samuel Goodwin, an itinerant worker, and his wife Mary Ann (1855–1869). The Library has also acquired Max Dupain's exhibition negative archive and the visual diaries from conflict zones of artist George Gittoes AM. During the campaign for the NSW state election in March 2015 the Library collected posters, pamphlets, T-shirts and how-to-vote cards, as well as more than 500,000 social media posts and the websites of parties, candidates and interest groups as well as the whole nsw.gov.au domain.

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#### **PASSION**

None of the year's achievements would be possible without the commitment of fully engaged staff, loyal supporters, dedicated volunteers and generous benefaction and for this I extend my deepest gratitude to all. We are fortunate to have a broad range of specialist staff and professional librarians, experts to digitise and conserve rare and at risk items and to photograph, write, design and promote our collections to the people of NSW and beyond.

With a new Strategic Plan to take us from 2015 through to 2019, we can look forward with confidence to a future in which we successfully engage with other cultural institutions, business, education, professional bodies, public libraries and state and local government to benefit the people throughout New South Wales and Australia.



Dr Alex Byrne  
NSW State Librarian & Chief Executive

# Strategic framework

NSLA Priorities	ONE LIBRARY	ENABLING PEOPLE	ACCESSIBLE CONTENT		
Our Vision	A world leading library and centre of digital excellence				
Our Strategic Priorities	People & Communities	Staff & Capability	Collections & Access	Sustainability	
Desired Outcomes & Key Performance Indicators	<b>PRE-EMINENT DESTINATION</b>	<b>ENTHUSIASTIC STAFF</b>	<b>DYNAMIC COLLECTING</b>	<b>RENOWN</b>	
	<b>A major attraction for Sydneysiders, NSW residents and tourists onsite and online</b>	<b>Staff who are engaged, high performing and highly regarded</b>	<b>Rich collections which document history, culture and society in all formats</b>	<b>Renowned locally and internationally through relationships and online</b>	
	KPIs	# onsite visits # online visits % client satisfaction	% staff engagement % client satisfaction with service	% collection additions % client satisfaction with collections	# international online visits % clients who would recommend SLNSW to others
	NSW2021 Goals	1, 27	6	19	1, 6, 27
	<b>LEARNING &amp; SCHOLARSHIP</b>	<b>CAPABILITY RICH</b>	<b>ACCESSIBLE CONTENT</b>	<b>FINANCIALLY SOUND</b>	
	<b>Innovators in learning and research in the education sector and in the community</b>	<b>Ever growing capabilities through staff learning, opportunity and recognition</b>	<b>Collection available for use in new and engaging ways onsite, online and on tour</b>	<b>Strength through adequate resourcing and philanthropy</b>	
	KPIs	# research active clients # study and research clients % NSW schools reached	% performance development plans completed # staff hours in formal learning activities	% collection budget spend on online resources # exhibition onsite visits # collection items treated # digital objects created (collection digitisation)	% self-generated revenue / total revenue
	NSW2021 Goals	6, 15	6	1, 3, 15, 26, 27	1, 4
	<b>GREAT PUBLIC LIBRARY NETWORK</b>	<b>HIGHLY COLLABORATIVE</b>	<b>EXCELLENT INFORMATION SERVICES</b>	<b>ROBUST SYSTEMS</b>	
	<b>Strong, accessible public libraries through leadership and effective strategies</b>	<b>Internally and with other cultural institutions, NSLA and other partners</b>	<b>Client driven collections and services to inform NSW</b>	<b>Effective policies, processes, facilities, corporate services and risk management</b>	
	KPIs	% public libraries improving on PL standards/guidelines	# external collaborative initiatives % internal client satisfaction with services	# eresource use # reading room onsite visits	% corrective actions taken on identified hazards and incidents within agreed timeframes % risk register issues resolved within agreed timeframes % availability of technology systems
	NSW2021 Goals	3, 5, 10, 11-18, 20, 22-32	4, 19	6, 15-18, 21-32	1, 4
	<b>REGIONAL &amp; COMMUNITY ENGAGEMENT</b>	<b>LEADERSHIP &amp; TRANSPARENCY</b>	<b>STATE-OF-THE-ART DISCOVERY</b>	<b>GREEN LIBRARY</b>	
	<b>Visible and involved regionally and with diverse communities</b>	<b>Transparent accountability and effective leadership throughout the organisation</b>	<b>Open access and engagement with clients online</b>	<b>Reduced environmental impact through improvements to facilities and processes</b>	
	KPIs	# regional interactions # registered SLNSW clients from regional NSW	% staff trust and involvement % major milestones achieved	% client satisfaction with website	# energy consumption
	NSW2021 Goals	3, 13-14, 23-27, 30-32	6, 30	19	22

# Key achievements

## ACKNOWLEDGING SUPPORT

In October 2014 the State Library paid tribute to Professor the Honourable Dame Marie Bashir AD, CVO, following her retirement, by renaming its major reference library in her honour. The former State Reference Library is now known as the Governor Marie Bashir Reading Room. This honour acknowledges Dame Marie's support for the Library and her passion for reading and libraries generally. It also recognises her commitment to the welfare of Indigenous peoples, to multicultural Australia and to children's health and education.

## RENOWN

In 2015 the Library's collection was valued at \$3.15 billion, highlighting its reputation as the most valuable library collection in Australia and reinforcing its reputation as an internationally significant collection.

## SHOWCASING COLLECTIONS

The Library's collection of First World War soldiers' diaries was included on the UNESCO Australian Memory of the World Register. These diaries were featured in the Library's 2014 exhibition *Life Interrupted: Personal Diaries from World War I*, which was viewed by 29,440 visitors.

## ACCESSIBLE CONTENT

The Digital Excellence Program, funded by the NSW Government to digitise the Library's most iconic and at-risk collection items, continues to significantly grow our digital assets and capabilities. Collections digitised during 2014–15 include First World War soldiers' diaries (53,000 pages), oral history (5464 hours) and NSW newspapers (1.5 million pages), bringing the total number of turned digital objects to 6.7 million.

## REGIONAL AND COMMUNITY ENGAGEMENT

The NSW government-funded Revitalising Regional Libraries initiative has delivered WiFi hotspots in public libraries throughout regional NSW. This four-year initiative commenced in 2011–12, and has delivered robust WiFi services to 126 rural and regional public libraries, significantly enhancing online access to cultural and educational resources in those libraries and benefiting students, small businesses, researchers and the general community across regional and rural areas.

Over 20,000 people attended the Library's learning programs in 2014–15, including 17,155 school students and teachers from schools across NSW, and 2241 children and families. Approximately 40% of attendance by teachers and students was at the Library and 60% was through programs delivered by Library staff in schools in rural and regional NSW. Almost half of the 3202 schools in NSW have participated in learning programs run by the Library since 2012.

## FOUNDATION SUPPORTED INITIATIVES

The Mitchell Library renewal project aims to restore the building's heritage features and create dedicated galleries and specialist education spaces to interpret and share more of our world-class collections. The Mitchell Library Reading Room has been refurbished, the Friends Room restored and a new Gallery Room created. These changes have been well received with significant increases in visitation and usage.

The Coral Thomas Fellowship, inaugurated in 2014 in honour of Coral Kirkwood Thomas née Patrick (1920–1996), is the most significant fellowship offered by the State Library. The fellowship encourages deep and focused research into Australian culture, history and society, drawing on Australian and international research collections. It also promotes discussion on Australian history and culture through research which informs and engages contemporary discourse.

Rediscovering Indigenous Languages, sponsored by Rio Tinto, launched a website providing access to collection materials featuring over 100 Indigenous languages, supporting research and furthering knowledge of these languages, as well as enhancing community engagement.

# Strategic goal & results summary

## Strategic Priority: People and Communities

Key performance indicators	2012-13	2013-14	2014-15
# onsite visits <sup>1</sup>	790,266	633,429	805,112
# online visits <sup>2</sup>	2,742,922	3,288,051	3,906,774
% client satisfaction	92%	91%	93%
# research active clients	3878	3911	4096
# study and research clients	26,848	29,852	29,689
% NSW schools reached <sup>3</sup>	27%	40%	45%
% public libraries improving on PL standards/ guidelines <sup>4</sup>	-3.1%	+1.5%	+4.5%
# regional interactions <sup>5</sup>	418	2172	2080
# registered State Library clients from regional NSW	6215	5470	5688

## Strategic Priority: Staff and Capability

Key performance indicators	2012-13	2013-14	2014-15
% staff engagement	83%	79%	86%
% client satisfaction with service	90%	89%	93%
% performance development plans completed	84%	88%	99%
# staff hours in formal learning activities	7901	8270	7814 <sup>6</sup>
# external collaborative initiatives <sup>7</sup>	188	175	210
% internal client satisfaction with services	37%	38%	44%
% staff trust and involvement	64%	58%	72%
% major milestones achieved <sup>8</sup>	100%	100%	94%

### Notes:

\* Data not directly comparable is indicated with italicised grey text.

1. Onsite visitation – estimates provided due to interruptions in data series and faults in the people counting system.

2. The calculation of # online visits has been refined to reflect public visits only (and exclude staff use). Figures reported for each year 2012-13, 2013-14 & 2014-15 have been revised accordingly.

3. NSW schools which participated in State Library of NSW learning programs. Cumulative measurement commencing from 2012-13.

4. Data based on previous financial year period due to timing requirements of annual report.

5. From 2013-14 onwards, regional interactions include community reach (exhibitions, displays, collection and learning activities), professional reach (development workshops) and infrastructure support (funding and technology support).

6. Total number of hours in 2014-15 declined due to fewer employees, however average number of hours per year per employee remained stable – 24.9 hours in 2013-14 and 24.4 hours in 2014-15.

7. External collaboration types include major donors, sponsors, partners and others.

8. Digital Excellence Program Tier 1 and 2 project milestones completed in the period.

## Strategic Priority: Collections and Access

Key performance indicators	2012-13	2013-14	2014-15
% collection additions (acquired)	25% non-digital format 75% digital format	19% non-digital format 81% digital format	29% non-digital format 71% digital format
% client satisfaction with collections	90%	91%	93%
% collection budget spend on online resources	18%	16%	21%
# exhibition onsite visits <sup>1</sup>	165,281	176,895	236,402
# collection items treated <sup>9</sup>	51,386	33,880	26,667
# digital objects created (collection digitisation) <sup>10</sup>	74,149	3,412,400	1,672,107
# eresource use <sup>11</sup>	1,691,498	2,917,491	2,000,387
# reading room onsite visits <sup>1</sup>	833,005	806,126	831,905
% client satisfaction with website	82%	83%	88%

## Strategic Priority: Sustainability

Key performance indicators	2012-13	2013-14	2014-15
# international online visits	335,004	493,530	582,099
% clients who would recommend the State Library to others	93%	92%	97%
% self-generated revenue/total revenue <sup>12</sup>	12%	11% <sup>13</sup>	9%
% corrective actions taken on identified hazards and incidents within agreed timeframes	100%	93%	87%
% risk register issues resolved within agreed timeframes	100%	85%	81% <sup>14</sup>
% availability of technology systems	99.8%	99.9%	99.9%
# energy consumption	8,771,818 kWh <sup>15</sup>	9,404,454 kWh	9,461,669 kWh <sup>16</sup>

9. Variations due to additional funding in 2012-13.

10. Variations due to special project with additional funding focusing on old newspapers in 2013-14, then in 2014-15 focusing on oral histories which are more labour intensive. Additional funding allowed external digitisation providers to be utilised and substantially increase the number of items digitised, reflected in 2013-14 and 2014-15 figures.

11. Data shown for 2014-15 is based on calculations using the international 'COUNTER 4' standard only. Data reported in previous years included data from a variety of systems/standards.

12. 2013-14 saw the conclusion of three-year pledges.

13. 2013-14 figure revised.

14. Minor delays in completion dates are due to timing of management meetings to approve new policies and procedures.

15. Hot water consumption measurement in 2012-13 was affected by the failure of a relevant flow meter, resulting in under-reported usage.

16. 2014-15 energy consumption: Chilled Water 4,330,721 kWh, Hot Water 2,311,924 kWh, Electricity 2,819,024 kWh.



# Achievements summary

# People and communities

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## Pre-eminent destination

A key aim of the State Library is to be a major attraction for Sydneysiders, NSW residents and tourists onsite and online. We measure our success through client satisfaction, visits to our reading rooms and exhibitions, and use of the Library's website.

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### CLIENT FEEDBACK

In addition to ongoing evaluation of our services and programs, each year the Library carries out community awareness and client satisfaction surveys. By analysing these evaluations we can improve the client experience online and onsite. Clients reported a high level of engagement with satisfaction recorded at 93%.

When the Library introduced an online form, it made it easier for clients to provide feedback about its facilities and services. As a result, 638 clients provided written feedback, doubling the feedback received in 2013–14. Appreciation for staff and services was expressed by 323 people, 135 clients suggested improvements, and the remaining 180 responses were complaints.

Improvements implemented in response to client feedback included adding extra technology in the Special Collections Area while introducing a Laptop Bag Exemption policy helped to provide easier access to the Governor Marie Bashir Reading Room.

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### SHOWCASING OUR COLLECTIONS

Over 400 collection items were prepared for onsite exhibitions and displays including *Pulp Confidential*, *Lemnos 1915: Then & Now*, *Crowd Source*, the curriculum related display in the Dalgety Walkway and Amaze: The Michael Crouch Gallery. Conservation work was carried out on paintings and gilded frames selected for the refurbished Friends and Gallery rooms; as well as the conservation and preparation of Rose de Freycinet's journal and letter book for digitisation and display. Collection items were prepared to support the First World War outreach program and *Far Out! Treasures to the Bush* tours.

Conservation assessment of almost 2000 frames and framed works was completed in preparation for relocation to new storage facilities; 440 significant items from the realia collection were rehouse; 924 oral history cassettes and reels and 3500 negatives

and lantern slides were treated and prepared for digitisation; and it was the final year of a five-year project to conserve and rehouse the Macarthur family papers.

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### EXHIBITIONS

*Pulp Confidential: Quick and Dirty Publishing from the 40s and 50s*, based on the Library's Frank Johnson archive, was open between 7 February and 10 May. Curated by crime writer Peter Doyle, the exhibition included original pulp fiction cover art, comics, drawings, ephemera and manuscripts. The exhibition attracted 45,000 visitors and received extensive media coverage.

Another major exhibition was *Life Interrupted: Personal Diaries from World War I*, drawing on the Library's unique collection of First World War diaries and letters to examine the lives of servicemen and women through their own words. This poignant exhibition was generously supported by News Corp Australia.

The Library continued to build on its reputation as the home of photography by showcasing the work of acclaimed British photographer Don McCullin. A Contact Press Images exhibition, *Don McCullin: The Impossible Peace* examined over 50 years of his work – from war photographs to landscapes – and was exclusive to the State Library in Australia. *World Press Photo* and *Sydney Morning Herald Photos1440* brought the best international and Australian photojournalism to the Library. *Shopkeepers of Newtown: Photos by Nic Bezzina* showcased works from a young Sydney photographer of a Sydney suburb well known for its diversity and alternative culture. *Remember Me: The Lost Diggers of Vignacourt*, a touring exhibition from the Australian War Memorial, supported by Kerry Stokes AC, featured a rare cache of images printed from lost glass plate negatives, taken by a French provincial photographer.

The first exhibition in the suite of new exhibition rooms opened by the Library in November 2014 featured the work of Lynley Dodd, the popular New Zealand author and illustrator. A hit with young audiences, her retrospective exhibition was toured by Tauranga Art Gallery and supported by Guardian Trust Australia, and the KD Kirkby Trust.

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Established in 2013, Amaze: The Michael Crouch Gallery continued to showcase a changing variety of iconic, beautiful and quirky items. Displays included recent acquisitions such as the 2001–14 diaries of artist George Gittoes AM, toys and costumes from the AL Lindsay and Co collection, and a painting by Herbert Badham, *Domesticity*. Displays were created to mark significant anniversaries such as the respective centenaries of Shackleton’s Antarctica expedition and the first *Commonsense Cookery Book*. The gallery also displayed items in the Library’s collection relating to festivals such as Corroboree, the Sydney Gay and Lesbian Mardi Gras and Art & About Sydney.

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#### **DISPLAYS**

Eleven displays were presented in locations around the Library. In *Sydney Transitions: 1914 / 2014*, 16 digital montages combined century-old images from the Library’s collections with photographs of the same location today taken by John Donegan. The annual Nikon – Walkley Press Photography exhibition featured some of the best of Australia’s photojournalism; *Lemnos 1915: Then & Now* featured Australia’s relationship with the Greek island of Lemnos during the First World War; and a collaborative work for the Corroboree festival, *Your Sydney Stories*, was designed by artist Jonathan Jones. Displays featuring objects from the collection which linked to the curriculum provided learners of all ages with fascinating content.

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#### **TOURING DISPLAYS AND COLLECTIONS**

Four Library displays were on tour at public libraries. *Flashback*, featuring 160 years of fashion photos, went to 17 venues. *Behind the Truth*, which explored truth and fiction in photography, to 19 venues and *Crossing the Blue Mountains* to 11 venues, concluding its tour in February. *Portraits of War: The Crown Studios Project* began its tour in April 2015.

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#### **WORLD WAR I CENTENARY COMMEMORATIVE PROGRAM**

The World War I centenary commemorative program has been generously supported by News Corp Australia. This program, showcasing the Library’s significant First World War collections, has seen a range of successful outcomes this year including a major exhibition and the Letters from Home campaign, conducted in collaboration with the Sydney Writers’ Festival.

*Life Interrupted: Personal Diaries from World War I* was the first major exhibition in the Library’s four-year campaign to commemorate the centenary of the First World War.

The cultural importance of the Library’s collection of soldiers’ diaries was recognised in December 2014 with the inclusion on the UNESCO Australian Memory of the World Register of the 236 diaries acquired as part of the European War Collecting Project. The announcement coincided with the successful digitisation of 161,000 pages of First World War diaries and letters through the Library’s Digital Excellence Program.

In 2015, the commemorative program focused on increasing engagement with the World War I collections. This was achieved through the dedicated website, launching a touring program to regional NSW through the public library network, and working with major sponsor News Corp Australia and other partner organisations to share our collections and stories in innovative and creative ways.

Curated content, images, and staff expertise were sought in the lead-up to the centenary, on 25 April, of the landing at Gallipoli. Library images were projected on Challis House at the Dawn Service and Sydney Harbour Bridge, and featured in the No Man’s Landing installation at Darling Harbour, which was visited by two million people.

Curatorial staff have showcased First World War diaries through workshops in three NSW public libraries as part of a regional touring program. Library staff supported the World War I Outreach Program in regional NSW with the delivery of a number of ‘Preserving your Family History’ workshops, and provided advice on preserving original material brought in by members of the public to events held at the Library and offsite.

The diaries and letters have also been featured in a number of formal conference presentations including the London and the War Conference held at the Imperial War Museums (London) in March 2015.

The program also saw a collaboration with the Australian Theatre for Young People (ATYP). In 2013, the Library and ATYP co-commissioned a new play script. The collaboration resulted in the production *A Town Named Warboy* by Ross Mueller, which was performed to a sold out season in the Library's Metcalfe Auditorium from 1 to 9 May. The production poignantly brought the Library's World War I diaries to life through the voices of young actors who, a century ago, would have been preparing to go to war at the same age.

Our partnership with Foxtel's History Channel resulted in the creation of four interstitials featuring the Library's First World War content, subsequently broadcast 370 times over 12 months. We also provided First World War content for the History Channel's Anzac Day centenary activation at Customs House; and partnered with 702 ABC on a live broadcast on 4 August during the *Life Interrupted* exhibition, reaching a potential audience of 2,715,900 people.

In collaboration with the National Archives of Australia, and National and State Libraries of Australasia (NSLA), the Library sponsored the digital humanities prize in GovHack 2015, encouraging the use of First World War data. More than 10 Australian and New Zealand cultural institutions released their First World War collection for 'hackers' to use. We also hosted a First World War GovHack community node event that attracted both hackers and data owners.

On 29 March 2015 News Corp Australia launched #AnzacLive, an evocative, personal and deeply moving online experience through which people today can 'talk' on Facebook in real time with those who fought in the war. It is an innovative and often confronting experience, and four of the nine diarists profiled are from the Library's collections. The site has amassed almost 50,000 dedicated and highly engaged followers, mostly based in Australia. The hashtag #AnzacLive, attached to every Facebook post, has been seen over 51.5 million times by more than 15 million people across Facebook, Twitter and Instagram.

The most successful AnzacLive post, on 24 April, featured a portrait of a soldier from the Library's collection projected onto the Sydney Harbour Bridge as part of the Anzac Centenary activation, reaching 1,734,144 people. The fifth most popular post featured images from the *Lemnos 1915: Then & Now* display, reaching 100,259 people.

In commemorating the centenary of the First World War, the Library partnered with the Lemnos 1915: Commemorative Committee on the *Lemnos 1915: Then & Now* exhibition with visitation of 32,000. The Library contributed to the NSW Centenary of Anzac book being coordinated by the NSW Centenary of Anzac History Committee.

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#### **PUBLIC EVENTS**

The Library held 234 public events this year, with 12,500 attendees. Gala awards ceremonies were held in September 2014 and May 2015 to announce the NSW Premier's History Awards and Literary Awards. These awards, which celebrate and promote writing excellence in history and literature, are presented by the NSW Government and managed by the Library in association with Arts NSW.

In June 2015 the Library held the inaugural award ceremony for the Russell Prize for Humour Writing. The prize, funded by a bequest from Peter Wentworth Russell, is administered by the Library and awarded biennially. The Library awards program also includes the Ashurst Business Literature Prize, the National Biography Award and the Library Council Honours.

The Library's program of public events included author and scholarly talks, debates, film screenings, workshops and exhibition launches for *Life Interrupted: Personal Diaries from World War I*, *Remember Me: The Lost Diggers of Vignacourt* and *Pulp Confidential*.

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#### **PRE-EMINENT ONLINE DESTINATION**

The website continues to be an important resource for our clients with 3.9 million sessions, an increase of 19% since last year. Mobile phone and tablet device visits to the site have grown by 91% and 46%, respectively, and collectively represent 27% of usage. The number of users increased by 5% to 2,626,125. The Library's Curio app was downloaded 6248 times.

Under the Digital Excellence Program, the Library has also embarked on implementing a new web platform incorporating the online shop, event booking, catalogues search, rich collection stories, and a mobile responsive design. This year, the User Experience and Design phase was completed and has commenced development. The new website is expected to be available next year.

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#### **MITCHELL RENEWAL**

The first stage of the Mitchell renewal encompassed the restoration of the Mitchell Library building's ground floor heritage spaces. The Mitchell Library Reading Room and Special Collections areas were temporarily closed for refurbishment, with minimal disruption to clients. Following collaborative input from staff, the spaces reopened with improved facilities for clients. The Friends Room was restored and the Gallery Room opened for the first time.

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## Learning and scholarship

One of the Library's strategic goals is to be an innovator in learning and research in the education sector and in the community. We do this by offering fellowships for scholars and learning programs for all age groups.

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#### **FELLOWSHIPS**

As part of its ongoing commitment to research, the Library administers a number of fellowships, which are principally focused on the use of its collections for historical research. This year the Library's richest and most prestigious fellowship, the Coral Thomas Fellowship, valued at \$75,000 biennially was created. The fellowship encourages deep and focused research into Australian culture, history and society, drawing on Australian and international research collections.

The David Scott Mitchell Fellowship and the Merewether scholarship, each valued at \$12,000 per annum, were established in 2008 through the generosity of the late John Merewether, a longstanding friend of the Library. The David Scott Mitchell Fellowship encourages the research and study of Australian history using the collections of the Mitchell Library. The 2015 Mitchell Fellow is Dr Ruth Thurstan for her project *Development, Industrialisation and Recreation: An Environmental History of*

*Australian East Coast Fisheries*. The Merewether Scholarship encourages and supports the research and study of nineteenth century history in NSW using the collections of the Mitchell Library. The 2015 Merewether Scholar is Dr Matthew Fishburn for his project 'I reckon on being the greatest curiosity of the whole': *A Study of the John Septimus Roe Letters*.

The CH Currey Fellowship, valued at \$20,000 per annum, is awarded for writing Australian history from original sources. It was established in 1974 with the bequest of well-known historian Dr Charles Herbert Currey. The 2015 Currey Fellow is Dr Gianfranco Cresciani for his project *Italian Communists in Sydney: Their Activities, Policies and Liaison with the Italian and Australian Communist Parties, 1970–1990*.

The Nancy Keesing Fellowship, valued at \$12,000 per annum, is awarded for research into any aspect of Australian life and culture using the Library's resources. Dr Mark Hertzberg, Nancy Keesing's husband and a former president of the Library Council of NSW, established the fellowship in 1994. The 2015 Keesing Fellow is Dr Louise Mayhew for her project 'Volatile, feral and glamorous': *A History of the Women's Warehouse*.

The Australian Religious History Fellowship, \$20,000 per annum and supported by an anonymous benefactor, was launched in September 2010. This fellowship supports the research and study of any aspect of Australian religious history of any faith. The 2015 Fellow is Dr William Emilsen for his project *Christianity and Indigenous Culture in Transition: A History of Goulburn Island (Warruwi), 1916–2016*.

The Library awarded two Sydney Grammar School Fellowships this year, each valued at \$5000. These are supported by Sydney Grammar School and are for the development of learning resources based on the collections of the Library. In 2015 they were awarded to Dr Jennifer Lawless, for devising a teacher's guide for each stage of the new K to 6 syllabus, and to Ms Karen Yager for her project on the stage 6 English area of discovery course.

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#### **SCHOLARLY MUSINGS**

Scholarly Musings events provide an opportunity for researchers to showcase research projects being undertaken at the Library, and to exchange ideas. Presenters deliver a paper sharing their research experiences and discoveries.

This year, 624 people attended 10 Scholarly Musings events, a 23% increase on last year. The program included a presentation by Babette Smith, who explained how a shipload of Irish convicts survived the wreck of the *Hive* to make new lives for themselves in Australia; Graham Southwell, a research higher degree candidate at the University of Sydney, who examined the architecture, decorations and symbolism of the Mitchell Library; and Dr Nancy Cushing, a former Library Merewether Scholar, who looked at the art of selling breakfast cereals to a meat-loving nation, explaining the gradual shift away from colonial era meat-based breakfasts to packaged cereals in the later twentieth century.

#### **WORKING WITH UNIVERSITIES**

This year the Library began working with a large number of NSW universities to build partnerships and collaborations which engage researchers with our collections. Many of these are focused on digital humanities. The Library has also supported a significant number of conferences and seminars.

#### **REDISCOVERING INDIGENOUS LANGUAGES**

The website of Rediscovering Indigenous Languages, sponsored by Rio Tinto, was launched in November 2014. The website enables digital access to the significant collections of archival materials concerning Aboriginal and Torres Strait Islander languages held at the Library and 200 collections were identified relating to over 100 different languages. The language materials, mostly made up of Indigenous word lists and vocabularies, are sometimes the only surviving records of those Indigenous languages. As part of the project, 185 manuscript and diary items and over 15,000 pages of word lists and vocabularies have been digitised. The website will be used as a vehicle for community consultation and collaboration in order to enrich our contextual knowledge of these valuable materials. Since the launch, 2932 users have accessed the website in 5646 sessions.

#### **LEARNING PROGRAMS**

The Library continued to innovate in learning design. The Library's learning goals for students and teachers are aligned to NSW Learning and Education Goals (6 and 15) and to the NSW syllabus for the Australian curriculum.

During the past year, 20,000 people attended learning programs, the highest visitation the Library has achieved. Of this number, 17,155 were school students and teachers from schools across NSW and 2241 were children and families. Approximately 40% of the visitation by teachers and students was at the Library and 60% was delivered by learning services staff in schools in rural and regional NSW. Almost half of the 3202 NSW schools have participated in learning programs run by the Library since 2012.

The rural and regionally focused program *FAR Out! Treasures to the Bush* reached 7652 students and 474 teachers from 124 schools in some of the most geographically isolated areas of NSW. *Reaching Out*, a regional teacher professional learning program, together with *WordExpress* regional student seminar days held in Albury and Orange, attracted 354 students and teachers from across NSW. Videoconferences on *British Colonisation*, *Remembering Gallipoli* and *Art Around the Library* attracted an audience of 2600 students and teachers from across regional NSW.

Lifelong Learning programs as diverse as Reading Yesterday's News, Treasures of Trove, The Art of Searching Online and Reliving the '50s attracted 395 participants. The Story of Gardening in NSW, the featured course for NSW Seniors Week, had 21 enthusiastic participants.

Around 2200 children and families participated in the four school holiday programs and in the highly successful Family Fun Day on Saturday 22 November 2014. In association with the *Lynley Dodd: A Retrospective* exhibition, the Family Fun Day was themed around the popular children's characters Hairy Maclary, Schnitzel Von Krumm, Slinky Malinki, and Scarface Claw. The ever-popular family program Up Late, featuring Mr Mitchell and Trim the cat, was booked out during each holiday program.

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## Great public library network

The NSW public library network – which comprises 367 public libraries across NSW, with a further 48 satellite locations and 22 mobile libraries servicing approximately 500 small and isolated communities – provides library and information services to local communities across metropolitan and rural NSW.

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### STRATEGY AND DEVELOPMENT

The Library ensures that public libraries are maintained and developed through leadership and effective strategies. The Public Library Funding Strategy 2014–15, prepared for the Public Libraries Consultative Committee, was endorsed by the Library Council of NSW and received approval from the Hon. Troy Grant MP, Deputy Premier and Minister for the Arts, in September 2014.

This was the fourth and final year of the Revitalising Regional Libraries initiative, which provided an additional \$4m to rural and regional libraries. The funds enabled WiFi hotspots to be installed in 126 country libraries, and all 111 rural and regional councils received grants of \$16,000 over and above their annual library subsidies to improve facilities and collections. The needs assessment process, developed by the Library as part of the Revitalising Regional Libraries initiative, will form the basis of ongoing public library needs analysis.

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### GRANTS

In year 1 of the Public Library Infrastructure Grants program, which delivers an additional \$15m over four years in support of infrastructure renewal, \$3m was made available.

Sixty applications were received from councils, requesting a total of \$6,969,971 in funds; 19 were from metropolitan Sydney councils, while 41 were from regional and rural councils. Of these, 24 projects were funded, amounting to 40% of the total received. Councils contributed \$9,897,000 to the funded projects, demonstrating how the grants program encourages council investment.

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### PROGRAMS AND EVENTS

Programs for public library staff were offered at the Library and at public libraries. Over 1000 public library staff participated in training workshops and seminars, including Taking the Lead, topic-based seminars and workshops conducted by leaders in the library and online information field. NSW TAFE was engaged to train 70 public library staff in managing digital repositories, continuing the productive relationship that commenced in 2013–14 when Resource Description and Access training was conducted.

A program of events and activities was coordinated in collaboration with public libraries to celebrate the 75th anniversary of the *Library Act 1939*, including social media engagement and the popular #libraryaday countdown on Twitter which led up to the anniversary on 3 November 2014.

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### LEGAL INFORMATION ACCESS CENTRE (LIAC)

The Eurobodalla Shire Library Service signed a LIAC Agreement in December 2014, bringing the number of NSW public libraries in the LIAC network to 89. Combined legal information and Drug Info @ Your Library workshops were delivered to 139 public library staff in eight locations, with legal information training delivered to a further 23 public library staff in three locations. Of 162 participants who received training in 11 locations, 98% ranked the quality as excellent or very good.

The annual LIAC and Drug Info forums were held in March 2015, for public library staff to discuss service issues and developments. Thirty-seven public library staff from 11 country libraries and 26 metropolitan public libraries attended the Drug Info Forum, and 51 staff from 23 metropolitan libraries and 17 country libraries attended the LIAC Forum. Both forums received positive feedback, with 100% rating the Drug Info Forum and 92% rating the LIAC Forum as excellent or very good.

Law Week talks, events and displays were held in public libraries in May 2015, reaching 2100 members of the community. LIAC distributed new bookmarks to all public libraries in NSW, promoting the Find Legal Answers Tool Kit and the Law Handbook. For Law Week, 4700 promotional packages were sent to public libraries to use at related events.

All public library services received two copies of six new titles to update their Find Legal Answers Tool Kit collection:

- *Defend Yourself: Facing a Charge in Court*
- *Women and Family Law*
- *The Law Handbook*
- *Just a Piece of Paper: Making Your AVO Work for You*
- *Companion Animal Law Guide NSW*
- *Fined Out: A Practical Guide for People Having Problems with Fines.*

All titles are also available online on the Find Legal Answers website. The Hot Topics online issue on *Child Care and Protection* by Judy Cashmore was revised and updated to reflect legislation changes. The LIAC *How Laws are Made* videos were accessed over 27,600 times on YouTube and Vimeo.

#### **DRUG INFO @ YOUR LIBRARY**

The Drug Info service distributed 102 resin standard drink educational kits and information to each library service for use in public programs and displays as part of the Know Your Standards alcohol awareness program. It also distributed 10,000 promotional items to libraries for Youth Week displays and other community events. A further 14,500 promotional items were distributed to 53 local government and health and support organisations for a range of drug and alcohol community programs.

Promotional material was distributed to 28 NSW high schools; and an interactive alcohol awareness session was delivered to over 150 Crossroads students, in partnership with Hornsby Shire Library, at Epping Boys High in December 2014. Research guides on the Drug Info @ Your Library website for Personal Development, Health and Physical Education were accessed in 20,909 sessions by 18,794 users.

#### **STATEWIDE ERESOURCES**

Access to the Library's eresources (databases and ebooks) was launched on 17 November at the 75th Anniversary of the *Library Act 1939* celebrations. Access for 69 participating public library services was rolled out in December with another 11 library services opting to participate since the rollout. This access enables public library clients to register as State Library members using their local library card.

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## Regional and community engagement

The Library is committed to making its collections and services accessible to people in regional and remote areas, to culturally diverse communities and to people with a disability.

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#### **ENGAGING WITH INDIGENOUS COMMUNITIES**

Workshops and community engagements were held in regional NSW including at the Dhiyaan Aboriginal Centre, Moree, Dharriwaa Elders Group, Walgett, and at the Wollotuka Aboriginal Education Centre, University of Newcastle. The Library is also working nationally to connect communities to our collections. A significant project has been a collaboration with the Australian National University on the Australian Research Council Research Project *The Legacy of 50 Years of Collecting at Milingimbi Mission*.

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#### **COMMUNITY SUPPORT**

The partnership with Courts & Tribunal Services, NSW Department of Justice, continued with the local courts & public libraries project. LIAC delivered legal information workshops to 49 staff from local courts, local councils, and legal assistance and community agencies in Taree, Albury, Bega, Batemans Bay, Nowra and Burwood. The training was rated very good or excellent by 94% of participants.

All Find Legal Answers Tool Kit titles are available in full text on the Find Legal Answers website, providing access to legal information in plain English. This includes all 43 chapters of *The Law Handbook: Your Practical Guide to the Law in NSW*.

Drug Info brochures for culturally and linguistically diverse (CALD) communities were delivered to 21 organisations. The CALD links on the Drug Info website were reviewed, and new resources in the Arabic, Chinese, Khmer/Cambodian, Korean and Vietnamese languages were added.

Plain language information about cannabis for Aboriginal people was added to the Drug Info website. Information and promotional material was sent on request to key services including Ngnowar Aerwah Aboriginal Corporation and the Redfern Aboriginal Medical Service.

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### ACCESSIBILITY

The Library developed and implemented a new Strategy and Action Plan to Support People with a Disability for 2015. The plan sets out our commitment to supporting people with a disability to visit and access the Library's collection and to participate in events and exhibitions. This plan focuses on five broad areas:

- physical access and the built environment
- promoting independent access
- staff awareness and understanding of disability and accessibility, and employment for people with a disability
- accessible information about our services (including websites and digital platforms)
- services and programs.

Notably, Auslan presenters were used as part of the 2015 Premier's Literary Awards, and the Library's Accessibility Guide was revised and prepared for publication. A longer-term plan is being developed to comply with the *Disability Inclusion Act 2014*, which requires NSW Government departments and other public authorities set out in the Regulation, including the State Library, to develop a Disability Inclusion Action Plan by December 2015.

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### TECHNOLOGY SUPPORT

The Library's technology support for the public library network ensured WiFi hotspots were installed in 13 public libraries through the Revitalising Regional Libraries program (see p. 22).

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### REGIONAL AND NATIONAL COLLECTION LOANS

An active regional, national and international loans program indicates our commitment to enhance public access to our collections, with 167 items prepared and dispatched on loan. In March 2015 a Senior Conservator accompanied nine items from the collection to Alaska for display in the exhibition *Arctic Ambitions: Captain Cook and the Northwest Passage* at the Anchorage Museum. The Library was one of 15 international lenders to the exhibition, and the only Australian lender. Participation in a major international exhibition firmly places the Library's collections in an international context, providing opportunities for cross-institutional research and collaboration.

Other loans included:

- 38 photographs to the Art Gallery of NSW for *The Photograph and Australia*
- six items to NSW Parliament House for *A Centenary of Anzac*
- 12 items to Sydney Living Museums for *Harry Seidler: Painting Towards Architecture*
- 26 items to the State Library of Victoria for *Australian Sketchbook: Colonial Life and the Art of ST Gill*
- 10 items to Carriageworks for NAIDOC week
- three First World War posters to Albury City Library Museum.

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### VOLUNTEERS AND COMMUNITY REACH

The Library's team of volunteers contributed 11,960 hours of assistance on a wide variety of projects. The Speaker's Program, which involves volunteers presenting offsite to community groups, had 2271 participants. Volunteers have led onsite guided tours, assisted with events, sorted collection material, transcribed original manuscripts and provided administrative support. Volunteers were also recruited as hosts for the newly refurbished Friends Room and for exhibitions such as *Lynley Dodd: A Retrospective*.

The Library's new transcription tool has added to the online transcribing of our digital material of diaries, letters, manuscripts and records as well as editing and correcting existing transcribed material. Over the year, 1216 online volunteers signed up to use the transcription tool and more than 60,000 pages have been transcribed.

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### CULTURAL DIVERSITY AND EQUAL EMPLOYMENT OPPORTUNITY (EEO)

As part of the Cultural Diversity Strategy, a gap analysis of the cultural competency of Library staff was prepared, and training courses were reviewed to ensure they met the needs identified. A course was subsequently provided to staff who have frequent contact with the public to increase their levels of cultural competency.

The 2014–15 EEO Action Plan was completed. The EEO plan facilitates identifying and removing systemic barriers to the participation and promotion of employment of EEO groups.



## WIFI HOTSPOT ROLLOUT YEAR 4

- Barraba
- Bundarra
- Dapto
- Dungog
- Helensburgh
- Kootingal
- Lockhart
- Manilla
- Mungindi
- Quirindi
- South Tamworth
- Unanderra
- Urana
- Werris Creek



## REVITALISING REGIONAL LIBRARIES GRANTS YEAR 4

- Bombala
- Coolamon
- Cooma-Monaro
- Cootamundra
- Corowa
- Dubbo
- Goulburn-Mulwaree
- Greater Hume
- Gundagai
- Junee
- Lake Macquarie
- Liverpool Plains
- Lockhart
- Narrabri
- Narromine
- Shellharbour
- Snowy River
- Tamworth Regional
- Temora
- Tumbarumba
- Tumut
- Upper Lachlan
- Uralla
- Urana
- Wagga Wagga
- Walcha
- Warrumbungle
- Wellington

See page 73 for more information.

# Staff and capability

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## Enthusiastic staff

It is a Library priority to encourage staff to be engaged, high-performing and highly regarded.

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### ENGAGEMENT IN THE WORKPLACE

Staff shared their knowledge and expertise with colleagues at five staff lectures, with topics including Provenance, Digital Collecting, and North to Alaska, an overview of the processes and the challenges involved in loans, with the loan of items to Anchorage Museum presented as a case study.

Sharing of knowledge is at the core of the Library's new approach to collection curation and interpretation. The increased number of curatorial staff has brought wider expertise across the enormous diversity of the Library's collection. That curatorial strength is reflected in the breadth and quality of the Library's exhibitions and programs.

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### ENGAGING ONLINE

Staff at the Library contributed to Wikipedia articles on people, events and collection strengths. Staff created or edited Wikipedia articles for 65 NSW newspaper titles digitised during the year. Staff used HistoryPin to capture the themes of Library exhibitions, including pinning images of Sydney street scenes to coincide with *Crowd Source*, an exhibition interpreting the 1880s photographs of Arthur K Syer.

Staff used social media tools to engage new audiences and connect them to the collections. The State Library, Family History and Maps Tumblr accounts have showcased different aspects of the collection. Popular blogs included ones about the magnificent illustrations in the *Works of Geoffrey Chaucer* (1896) by the William Morris founded Kelmscott Press; the beautiful binding of the *Quadragesimali Discipuli* (1489); *Portraits of War: The Crown Studios Project*; and the sixteenth century hand-coloured woodcut engraving attributed to Sebastian Münster, considered to be the first map to show the entire continents of North and South America.

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## Capability rich

It is a key focus of the Library to encourage staff to improve their capabilities through learning and recognition of achievement.

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### PREMIER'S PUBLIC SECTOR AWARD

The Library won top prize in the 2014 NSW Premier's Public Sector Awards in the Revitalising Regional NSW category. The award recognised the NSW.net service for delivering WiFi hotspots in public libraries throughout regional NSW.

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### PUBLICATION AWARDS

In May 2015, the Library won a Museums Australia Multimedia & Publication Design Award (MAPDA) for exhibition branding for *Artist Colony: Drawing Sydney's Nature*. *SL* magazine was highly commended in the magazine category. *Artist Colony* also received a bronze award at the International Design Communications Awards. The *Library Council of NSW Annual Report 2013-14* received a gold award at the Australasian Reporting Awards.

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### CONFERENCES AND SEMINARS

Staff presented at international conferences including a paper on the Library's TAL & Dai-ichi Life Derby collection at the 46th Annual Meeting American Society for Eighteenth-Century Studies in Los Angeles; and a paper on Australians in London during the First World War at the London and the First World War Conference, organised by the Imperial War Museums in partnership with the Centre for Metropolitan History, University of London.

Presentations on digital library service delivery included: 'Challenges in making content available in the digital age' at the Annual International ACM SIGIR Conference; a presentation on cloud and software-as-a-service adoption at CeBIT 2015; and on the Library's Curio app at ALIA Information Online 2015. Strategies used by the Library to promote digitised collections through online tools and social media channels were also presented at ALIA Information Online 2015.

Staff also presented at a First World War conference at the University of Newcastle and the 14th Australasian Congress on Genealogy and Heraldry in Canberra. A video paper was given to the 5th Asian Conference on Literature and Librarianship.

Papers were presented on Indigenous collections and services at forums including the national meeting of the Yuraki – History, Politics and Culture Node of the National Indigenous Research and Knowledges Network at the Australian Institute of Aboriginal and Torres Strait Islander Studies. Papers on Indigenous collections and services were also presented at the Monash University Recordkeeping Roundtable Melbourne, ALIA Information Online 2015, 'Re-visioning Space(s): Time and Bodies' Conference, a University of Sydney panel for reconciliation week, and the National and State Libraries Australasia (NSLA) Heritage Collections Forum at the State Library of Queensland.

Staff attended the Bibliographical Society of Australia and New Zealand 2014 Conference, the 2014 Australian Society of Archivists Conference in Christchurch, THAT-Camp Canberra, a user-generated 'unconference' on digital humanities; iPres2014, the 11th International Conference on Digital Preservation, Libraries Australia 2014 Forum, ICOM-CC 17th Triennial Conference 2014, the ALIA National Conference 2014 and ALIA Information Online 2015, 2015 Round Table on Information Access for People with Print Disabilities and the Digital Humanities International Conference. Staff also participated in *Beyond the Walls: Public Libraries Engaging their Communities*; and VALA 2014.

The Library hosted the 11th Australian Library History Forum, *Libraries for the People*, which focused on the significance of the NSW Library Act and the growth of public libraries across NSW and Australia as a result of the Act. The forum, attended by 80 delegates, had a range of presenters including Library staff.

#### **STAFF ACHIEVEMENTS**

One of the Library's conservators received a 2015 Churchill Fellowship for a project called 'Physical Analysis of the Core Reference Collection of Dated First Fleet Artworks'. The project, involving eight weeks of research in the Natural History Museum, London, aims to discover connections between the papers, watermarks and artist materials of a core reference set of First Fleet watercolours there, with collections at the Library and other Australian collections. This will build on research undertaken for the exhibition *Artist Colony: Drawing Sydney's Nature*.

Another conservator was awarded one of eight highly competitive places at West Dean College in the United Kingdom to complete a two-year Graduate Diploma in Books and Library Materials Conservation. West Dean has an international reputation for conservation studies.

A Gordon Darling Travel Bursary was secured by one of the Library's senior curators to visit the British Library and New York Public Library labs, to learn about how they interact with other library operations, particularly in curatorial and content areas.

The Manager of the Indigenous Services branch completed the NSW Aboriginal Career and Leadership Development Program, which is run by the NSW Public Service Commission and the Australian Graduate School of Management. The Manager of Digitisation and Imaging has joined Standards Australia as a member of Technical Committee MS-065 – Photography, the Australian mirror committee to the International Organisation for Standardisation (ISO) Technical Committee 42 – Photography.

#### **PROFESSIONAL DEVELOPMENT**

This year, 99% of Annual Performance Development reviews were completed. A new best practice Capability and Performance Development Framework was designed. To support the development of a professional, highly skilled workforce, an average of one week per staff member was committed to formal professional development and learning activities.

#### **WORKFORCE PLANNING**

A Workforce Planning framework has been developed to identify current and future needs and develop our workforce's capability to meet the Library's corporate and strategic goals as well as requirements set by the NSW Public Service Commission. Workforce planning practices implemented include diversity planning.

#### **GOVERNMENT SECTOR EMPLOYMENT 2013 ACT**

Recruitment processes compliant with the Government Sector Employment (GSE) Act were implemented, including staff and hiring manager training, before the deadline of 23 February 2015. All position descriptions were translated to GSE compliant role descriptions by 30 June 2015. A new Executive structure was implemented and recruitment was finalised before the Senior Executive Implementation date of 30 June 2015.

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## Highly collaborative

The Library aims to be highly collaborative, both internally and with other cultural institutions, National and State Libraries Australasia (NSLA) and with other partners.

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### LIBRARIES AND OTHER CULTURAL INSTITUTIONS

This year, the Library collaborated creatively with a range of other libraries and cultural institutions. The Library worked with the Sydney Harbour Foreshore Authority (SHFA) and other Sydney cultural institutions on the Darling Harbour hoardings project, and with Urban Growth NSW on an International Symposium in November to revitalise the Five Bays Precinct. The Library also collaborated on the ANZAC Memorial Hyde Park Centenary project, participating on the Advisory Committee and providing content for the Education and Interpretation centre.

In 1995, 23 April was chosen by UNESCO to pay a worldwide tribute to books and authors by creating World Book and Copyright Day. This is also Shakespeare's birthday. On 23 April 2015, ANZAAB held a pop-up book fair at the Library and our Shakespeare folios were on display during the afternoon. The Library also collaborated with the Moree community on a forthcoming exhibition to celebrate the 50th anniversary of the Freedom Ride.

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### NATIONAL AND STATE LIBRARIES AUSTRALASIA

From 1 January 2015, State Librarian Dr Alex Byrne took up the Chair of NSLA for 2015 and 2016. Staff were involved in a number of NSLA projects and working parties including:

- Digital Skills Working Party
- Digital Infrastructure Collaboration
- eResources Consortium
- Literacy and Learning Group
- Legal Deposit Group
- Picture Project Group
- Refracker Leverage Project
- Collection Appraisal Expertise Project
- Copyright Initiative.

One of the key achievements of our work with NSLA was the Library's successful implementation from July 2014 of the NSLA-wide statistic reporting using agreed categories in Refracker. The Library also adopted and implemented policy based on the NSLA Takedown

Position Statement to respond to external requests to take down material on the Library's website or collections.

Another outcome of the NSLA collaboration was the delivery of the Library of Congress Digital Preservation Outreach and Education program, which held two international Train-the-Trainer workshops in Australia, the first of their kind to be held outside of the United States. The Sydney workshop, which took place at the Library, was sponsored and attended by representatives from NSLA member libraries.

As a member of the NSLA Communications and Marketing Group, the Library contributed to an audit of social media usage by NSLA libraries in order to establish a common framework for measuring and comparing performance, and produce a report on the Social Media Marketing Performance Framework.

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### COLLABORATING WITH RESEARCHERS

Fieldwork continued this year on two major collaborative research projects with public libraries, managed by the Library. The University of Technology, Sydney's Centre for Local Government Excellence, is assisting with research into regional library models, including success factors for effective collaboration between public libraries.

The Library is partnering with Macquarie University's Institute of Early Childhood on a project to develop an early literacy framework for NSW public libraries. The fieldwork includes observing programs for under-5s at over 20 public libraries around the State. The results of the study will include guidance on the most effective ways that public libraries can support the development of early literacy.

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### PARTNERSHIPS

The Library continued to pursue high-profile collaborations with the community, organisations and festivals including the City of Sydney, the French Consulate, UNESCO, the University of Western Sydney, NAIDOC Week, Multicultural March and the Sydney Writers' Festival.

The 2015 Linked Open Data Libraries, Archives and Museums Summit was held at the Library on 29–30 June. More than 100 delegates from North America, Europe, New Zealand and Australia met for two days to explore the opportunities, possibilities and challenges of opening up collections and linking material to

create new knowledge. Topics explored included crowdsourcing, changing meta-standards, text-mining newspapers, bibliographic data as open data, and a showcase of new initiatives including the DX Lab.

#### **DIGITAL COLLABORATION**

Significant collaboration with our GLAM (galleries, libraries, archives and museums) partners was fostered in June through DigiGLAM Global Digital Humanities Conference, Linked Open Data and World War I Hack events. The DigiGLAM event, attended by GLAM practitioners, featured a presentation by Rachel Frick from the Digital Public Library of America.

Increased engagement with the online community was achieved through a number of projects including a geo-referencing project utilising 900 maps of Sydney, the launch of an online transcription tool and an Instagram challenge to collect photographs of Sydney reflecting the 1880s photographs of Sydney by Arthur K Syer featured in the *Crowd Source* exhibition. The Library participated in the Australian launch of the Google Cultural Institute platform with the contribution of four online exhibitions on the First World War, the Holtermann photographic collection, Antarctica and the First Fleet collections.

Library staff also delivered Wikipedia editing training for the Australian Library and Information Association (ALIA) in Melbourne, Sydney, Perth, Canberra, Adelaide and Brisbane. In 2015 the Library's Flickr account reached a milestone with over 25 million views.

As part of the Library's digital collecting strategy, a whole of domain harvest for <nsw.gov.au> was completed ensuring ongoing access to government information online. The Library also documented the 2015 NSW state election: over 500,000 posts (tweets, social media, Facebook and blog posts) were collected using Vizie, 300+ websites were archived (Pandora), there was a whole of domain 'capture' (made publicly accessible through Archive-It) and published campaign materials (529 pieces of ephemera) were gathered.

#### **BUILDING KEY RELATIONSHIPS**

Key relationships, working groups and communities of practice have been established in the following areas:

- Security – the Martin Place Precinct Security Group, with NSW Police and the NSW Department of Premier & Cabinet
- Facilities – the Facilities Cultural Institutions Working Group
- Human Resources – the HR Leadership Working Group and community of practice with Cultural Institutions and Trade & Investment.

## Leadership and transparency

The Library has a focus on transparent accountability and effective leadership.

#### **ORGANISATIONAL REVIEWS**

Reviews of the following areas were completed as part of the Library's organisational review program: Human Resources, LIAC, Digital Experience Division, Facilities and Public Libraries & Engagement Division.

Under the auspices of the Library Council a review of the Library's divisional structure was conducted during 2013–2014. The new divisional structure was approved by the Library Council and establishment of the new executive leadership roles was endorsed by the Public Service Commission. Implemented in March 2015, the new structure has five divisions: Digital Experience, Library & Information Services, Mitchell Librarian and Education & Scholarship, Public Libraries & Engagement, Operations & Infrastructure.

# Collections and access

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## Dynamic collecting

The Library's primary collecting priority is to create and preserve a collection that reflects the cultural heritage of NSW in both the Australian and international contexts. Our rich collections continue to grow, documenting history, culture and society in all its formats.

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### COLLECTION VALUATION

The Library's 2015 collection valuation was completed. The valuation identified a significant increase, from \$2.142 billion in 2010 to \$3.15 billion in 2015, making the Library's collection the most valuable library collection in Australia, and the third most valuable cultural collection in Australia.

Two high-profile projects have directly contributed to this result – the eRecords project and the Digital Excellence Program. As a result of the eRecords project, the valuers were able to identify more collection items which met the criteria for individual valuation and were able to sight a greater number of collection items due to the Digital Excellence Program's digitisation project. In addition, some of the Library's special collections, including rare books from the 16th century, were identified for valuation for the first time.

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### DOCUMENTING LIFE IN NSW

Each year new material is added to the Library's collection to document life in NSW, providing a wealth of material for researchers. Commercial and private publishers based in NSW contribute through the Legal Deposit provisions of the NSW *Copyright Act 1879*, and NSW Government publishers deposit as required by the Premier's Memorandum 2000-15: *Access to Published Information: Laws, Policy and Guidelines*.

Heritage collection materials – including those in pictorial, map and manuscript formats, both physical and digital – are acquired through purchase, donation, bequest and transfer. The Library accepts donations of collection materials for the Mitchell Library to strengthen the Library's collections. Criteria for inclusion are detailed in the Library's Collection Donations Policy: <[http://www.sl.nsw.gov.au/about/policies/docs/collection\\_donations\\_policy.pdf](http://www.sl.nsw.gov.au/about/policies/docs/collection_donations_policy.pdf)>.

Acquisitions are selected to collect contemporary material, fill gaps in the record and meet the research and information needs of people throughout NSW, adding further depth to the heritage collections, and strengthening the Library's general reference collection with published and online resources. Some of this year's acquisitions were:

- 395 books and 521 journal titles (30 new titles) deposited by NSW government agencies
- 393 new born-digital NSW titles archived in Pandora, Australia's online archive
- 3526 books and 4817 journal titles (including 171 new journal titles as well as posters, calendars and performance programs), received through legal deposit
- published material from donors including 38 new journal titles and 1479 books
- donations of manuscripts and pictorial material accepted under the Federal Government's Cultural Gifts Program including Lucy Culliton's illustrations for *The Ballad of Dexi Lee*.

The Library receives a capital allocation from the state government to acquire material for the collection. In 2014–15 the capital allocation was \$6.535m accompanied by a recurrent allocation of \$1.025m for online resources. In addition, the Library Foundation contributed funding enabling the purchase of the first edition of *The World Encompassed by Sir Francis Drake* (1628); oral histories of culturally and linguistically diverse communities in NSW; and a letter from Thomas and Anne Hassall to Miss J Walters.

Key purchases this year include:

- a collection of letters written by Samuel Goodwin, an itinerant worker, and his wife Mary Ann (1855–1869)
- 44 artist diaries by George Gittoes AM
- Louise Whelan's photos of culturally and linguistically diverse communities in Sydney and regional NSW
- Donald Friend's 1965 painting, *The Arrest of Governor Bligh*
- Max Dupain's exhibition negative archive.

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#### **COLLECTING PRIORITIES**

Reflecting contemporary community concerns, priority collecting areas for the year were Islam in NSW, coal seam gas mining, the maker community and the Barangaroo and Millers Point developments. A range of material was acquired including publications, websites, photographs, digital publications, social media, ephemera and oral histories.

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#### **REMEMBERING THE MARTIN PLACE SIEGE**

The Library collected over 80,000 tweets relating to the Martin Place siege of 15 to 16 December, using the CSIRO social media monitoring and capturing tool Vizie. The Library will investigate how to make the tweets available to researchers as part of implementing our Digital Collecting Strategy. The Library also collected images documenting the siege, as well as the public mourning that followed; and printed material including the order of service for the funerals of the victims.

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#### **NSW AND THE STATE ELECTION**

The Library collected material in a range of formats to document the candidates, parties, issues and media commentary about the NSW State Election held on 28 March 2015. Nearly 1100 websites were collected using Pandora and Archive-It. These included Facebook and Twitter pages of candidates, parties, interest groups and media commentators as well as material on YouTube. The Pandora collection of 298 websites represents the highest number of websites collected for a state election and more than doubles the 109 websites collected for the 2011 NSW election.

The websites collected in Pandora are accessible at <http://pandora.nla.gov.au/col/13262>.

Vizie was used to capture 500,000 posts – including tweets, Facebook posts, blog posts and website news posts – relating to the election. The Library asked staff, members of the public and the public library network to collect election-related ephemera, and selected 562 pieces to be added to the collection, including how to vote flyers, posters and mail-outs.

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#### **ORAL HISTORY**

The Library continued to commission oral histories to document migrant and refugee communities in Sydney and regional NSW, and representatives of Sydney's Muslim community. There was an extended oral history interview with the distinguished leader of the Shi'ite community of Australia and New Zealand, Ayatollah Haj Sheik Mohammad Hussein Al-Ansari, as well as new oral histories with Muslim community members who arrived as refugees. Interviews were also recorded to complement the Library's pictures and manuscripts collections, including with the Managing Director of Lindsay's toy factory and a former Yellow House artist.

## Collection additions

<b>Additions at a glance 2014-15</b>	
Items added this year (excluding manuscripts & oral history)	<b>37,889</b>
Linear metres of manuscripts acquired this year	<b>100.19</b>
Web publications archived	<b>620</b>
Digital images created (inhouse)	<b>162,443</b>
<b>Totals at a glance</b>	
Current serial titles (paper)	<b>9464</b>
Full-text online serial titles	<b>60,928</b>

<b>STATE REFERENCE COLLECTION</b>				
	<b>Additions 2012-13</b>	<b>Additions 2013-14</b>	<b>Additions 2014-15</b>	<b>Total as at 30 June 2015</b>
Monograph volumes	6933	4393	5167	1,041,431
Bound serials	1696	1025	1530	502,883
Newspaper volumes	1176	1154	1540	64,085
Microforms - reels & fiche	3899	3339	4768	1,093,831
Computer files	33	47	20	6347
Audiovisual material - tapes, discs, film, video	112	146	63	36,205
Vertical file material	0	0	0	25,440
<b>Rare Books and Special Collections</b>				
Monograph volumes and bound serials	35	7	13	25,244
<b>Donald MacPherson Collection</b>				
Monograph volumes and bound serials	0	0	0	4643
<b>Shakespeare Tercentenary Library</b>				
Monograph volumes and bound serials	3	0	3	5626
<b>Multicultural service</b>				
Monograph volumes, talking books, kits	943	5571	-1593 <sup>1</sup>	66,615
<b>Disability Access Service</b>				
Large print, talking books	1355	781	-4307 <sup>2</sup>	17,679

### Notes:

- 4810 items were added and 6403 items were withdrawn.
- 1767 items were added and 6074 items were withdrawn.
- The figures for Realia, Photographs and negatives and Architectural plans were transposed in the 2013-14 annual report. These figures have been corrected and additions in 2014-15 added.

<b>MITCHELL COLLECTION</b>				
	<b>Additions 2012-13</b>	<b>Additions 2013-14</b>	<b>Additions 2014-15</b>	<b>Totals as at 30 June 2015</b>
Monograph volumes	8433	7537	6961	454,593
Bound serials	1797	1275	1789	187,483
Sheet music	39	354	53	23,291
Microforms	-7122	23	58	154,868
Computer files	6	10	8	517
Audiovisual material	0	0	0	590
Posters	132	223	188	10,263
Bookjackets	445	408	284	25,911
Ephemera	1404	1400	1214	127,103
<b>Manuscripts</b>				
Manuscripts (in linear metres)	299.00	888.30	100.19	12,937.19
Oral history (in Hours)	73	237	67	11,555
<b>Maps</b>				
Individual	739	824	1091	27,232
Series sheets	0	0	0	79,558
<b>Pictures</b>				
Paintings	218	0	53	2407
Prints and drawings	24,187	254	376	156,936
Realia	2038 <sup>3</sup>	31	29	5,395
Photographs and negatives	196,279	11,529	6104	1,441,709
Architectural plans	2006	1303	0	121,091

<b>DIXSON COLLECTION</b>				
	<b>Additions 2012-13</b>	<b>Additions 2013-14</b>	<b>Additions 2014-15</b>	<b>Totals as at 30 June 2015</b>
Monographs and bound serials	0	0	0	20,970
Manuscripts (in linear metres)	0	0	0	42.9
<b>Pictures</b>				
Portfolios	0	0	0	205
Single items	0	0	0	1581
Maps	0	0	0	1082
Realia	0	0	0	268
Coins, tokens, medals	0	0	0	8546
Paper currency	0	0	0	829
Postage stamps	0	0	0	9707

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## Accessible content

The Library makes its collection available to use in new and engaging ways.

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### DIGITAL EXCELLENCE PROGRAM

The Library's 10-year Digital Excellence Program, which has now completed its third year, is digitising the Library's most important, at risk and highly valued collections. Completing the digitisation of the Library's First World War collections is a major milestone.

This digital content has been widely used to support numerous commemorative events, exhibitions and publications.

Other collection items digitised include:

- the Myles Dunphy glass lantern slide collection (2912 slides)
- David Scott Mitchell's pictorial collection (4504 images)
- Stage 1 of the Sir William Dixson pamphlet collection (10,632 pages)
- significant manuscript and diary collections including those of Ludwig Leichhardt (6670 pages), Thomas Livingstone Mitchell (1961 pages), Antarctic explorers (1560 pages) and the Macarthur family papers (8229 pages)
- at-risk analogue tapes and reels, with an additional 5464 hours digitised
- 13,073 subdivision plans (for suburbs from A to G), as part of a project to digitise over 38,000 plans.

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### NEWSPAPERS

An additional 1.5 million pages of newspapers were digitised this year, bringing the Library's contribution to NSW newspapers available through Trove to four million pages. Three hundred and fifty NSW newspapers, now live and accessible on Trove, received 18 million page views. Seventy-four NSW newspapers were digitised and made accessible through Trove, including 48 titles funded by the Digital Excellence Program, and 25 titles funded by contributor public libraries, historical societies and individuals. The National Library funded Australia's first newspaper published in a language other than English, *Le Courier Australien*.

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### OPEN DATA

The Library is committed to providing open access to our data and collections for reuse and redistribution.

In line with this commitment we have published an Open Data page on the website where curated sets of open data for collection items have been made available. These sets cover topics such as the First World War, the Florence Broadhurst postcard collection and a number of map collections from the First World War and Antarctica as well as the Sir William Dixson map collection.

In addition to these sets we have provided access to the application programming interface (API) which allows users to download their own data selections. The Library has also published these datasets on the DataNSW website. Three of the datasets – the Holtermann images, the 1880s street images by Walter Syer used in *Crowd Source* and the Broadhurst postcards – have been used in the winning Apps4NSW entry which will be released late in 2015.

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### HARVESTING THE DIGITAL DOMAIN

This year the NSW.gov.au domain was successfully harvested twice, obtaining snapshots of government websites before and after the 2015 state election, complementing the Library's first whole of NSW government domain harvest in June 2014. A key initiative this year was to open the NSW government harvest for public access at <<https://www.archive-it.org/collections/4661>>.

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### RESOURCES

The Library offers 309 content rich datasets and makes 83% of these accessible to registered clients at their place of choice 24/7. Content includes current and retrospective full-text material from 60,928 journals and over 414,000 online books, as well as a huge range of local and overseas newspapers. In the last financial year, the Library purchased 982 ebook titles and four perpetual access archives:

- British Newspapers Archive Part 3
- British Newspapers Archive Part 4
- Trench Journals and Magazines of the First World War
- Periodical Archives Online.

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#### **TRANSCRIPTION TOOL**

The Library developed a web-based tool to transcribe its vast digitised manuscript collections. An open-source, crowdsourcing tool, members of the public can sign up for free and transcribe our collections collaboratively. Since the launch of the tool in November 2014, Library volunteers and members of the public have transcribed 60,000 pages, making the collection more accessible.

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#### **MULTICULTURAL, LARGE PRINT AND TALKING BOOKS**

The bulk loans of multicultural, large print and talking books supplied to NSW public libraries this year totalled 124,051 items (an increase of 6972 items on the previous year). The Multicultural Purchasing Cooperative purchased 26,026 and catalogued 15,992 foreign titles on behalf of NSW public libraries. An additional 4856 items were purchased for the Library's community language collection.

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## Excellent information services

The key object of the Library Council of NSW, as set out in the *Library Act 1939*, is to 'promote, provide and maintain library services and information services for the people of NSW'. The Library's onsite and online services are developed in response to the changing needs of clients and include information services in our reading rooms, the Ask a Librarian service, eresources, LIAC and drug info@your library.

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#### **INDIGENOUS COMMUNITIES**

The Library continues to make connections with Indigenous communities in NSW and nationally. A significant project has been to collaborate with the Moree Plains Shire Council and to assist with collection care and revitalisation of the Dhiyaan Aboriginal Centre in Moree, NSW. Staff also held an information stall in collaboration with the City of Sydney at the Yabun Festival, hosted the Seniors Week talk *Marimirang: Elders and Language at the State Library*, and contributed to the Illawarra Aboriginal Medical Service Sorry Day Events in Wollongong.

Our contribution to the annual Corroboree Festival in November 2014 included Redfern Conversations Now talks, Out of the Vaults presentations, and assisting with the Story Factory Writers workshop facilitated by Aboriginal author Cathie Craigie.

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#### **READING ROOMS**

Thanks to the generosity of Library supporters, the Mitchell Library Reading Room was refurbished and reopened in November with new facilities for researchers. The main section of the reading room is now open on Sundays. With the introduction of wireless printing, printing in the reading rooms became easier for clients using their own device or laptop.

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#### **POLICIES**

Fourteen policies, including the *Client Code of Conduct*, were reviewed or developed as part of the Library's ongoing commitment to providing a welcoming and safe environment for research, study and learning.

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#### LEGAL INFORMATION

LIAC trained 58 Library staff over 10 sessions in how to provide legal information to clients. The training covered how to answer legal enquiries using Library resources and the Find Legal Answers website, as well as finding legislation and case law.

The LIAC website had 739,492 sessions, which is an increase of 39% on last year. The highest-use section of the website was Legal Books Online which had 651,652 sessions which represents 88.1% of the traffic.

With a grant from the Law and Justice Foundation of NSW, the Library produced two LIAC videos.

*How Laws are Made: Parliament* and *How Laws are Made: The Courts* have had over 21,000 views this year.

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#### RESEARCH GUIDES

LIAC has produced six new research guides to assist clients accessing the Library's extensive law collection: Case Law, Commonwealth Legislation and Government, NSW Legislation and Government, States and Territories Legislation and Government, Other Countries Legislation and Government, and Researching the Law.

Research guides which were revised included:

- a guide to resources for the HSC Standard English area of study 'Discovery'
- the Government Publications guide, to which Hansard resources were added
- the Maps guide, which had a new section, Sydney by Decade: 1770–1960s, added as well as a section on digitised land subdivision plans.

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#### RESOURCE DESCRIPTION ACCESS

The latest international standards in resource description have been complied with, including Resource Description and Access, for contributing to discovery tools such as Trove and WorldCat.

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## State-of-the-art discovery

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#### DX LAB

Our new innovation hub, DX Lab < dxlab.sl.nsw.gov.au >, was launched at the Remix Summit in June 2015.

The DX Lab builds new ways to explore the Library's collections, data sets and services through a diverse range of digital experiences and collaborations.

It was launched with the first application programming interface (API) experiment, Loom, a product of the Library's partnership with Grumpy Sailor, a creative agency that is part of Google's Creative Lab.

The first phase of Loom allows you to 'fly' or scan through collection material from the years 1870 to 2000. The second phase is based on a heat map using the same data that is viewable in the first phase, showing what has been digitised and what remains to be digitised in the collection. Users can access information that highlights the digitised images for one of 12 specific locations and collection items that are available in the Library only.

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#### NSW.NET

NSW.net supports NSW local government, public libraries and their communities with faster, easier and more cost-effective access to the digital world. This year 62 new and existing internet service upgrades were completed and 53 network upgrade proposals were provided to councils and libraries.

Digital access for communities was improved through negotiating:

- price reductions for ADSL2 services provided by PACNET
- and purchasing access to a suite of nine databases for NSW public libraries; there were 2,538,598 full text downloads this year
- 140 consortia opt-in offers for purchase by NSW public libraries
- Symantec and Standards Australia Online Public Library Service consortia opt-in offers following the discontinuation of NSW.net statewide subscriptions.

Statewide trials were completed for Atomic Training, Digital Classroom, Video Access on Demand and American Library Association ebook publications, Total Boox eBook Platform, EBSCO MyHeritage Genealogy database and the OnePlay video gaming platform. 'End of Life' firewalls were replaced in 57 regional and seven metropolitan sites.

One hundred and nineteen staff from 16 NSW public libraries attended 19 eLending Kit learning sessions. Leichhardt and Parramatta libraries are participating in an eContent Management Platform 12-month project, commencing in 2015–16. This project aims to purchase and host mid-list, independent and local history ebooks for perpetual access by public library clients.

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#### **COLLECTION MANAGEMENT SYSTEMS**

When Millennium, the Library's management system for published materials, was upgraded in March 2015 the benefits included improved discoverability of our collections and enhancements supporting improvements to searching using the latest cataloguing standards.

The Archival Collection Management System (ACMS) continues to facilitate the discovery of the Library's unpublished materials. In 2015 the ACMS supported the GovHack initiative by facilitating API open data access to our First World War diaries and letter transcripts.

Under the Digital Excellence Program, the Library is implementing a new integrated collection management system to better manage and preserve the Library's vast and varied collections, and improve access and discoverability by readers and researchers globally. Following an international search and procurement process, the Library entered into a partnership with global leaders Ex Libris and Axiell and has commenced implementation this year. Implementation of the new system is scheduled to be completed next year.

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#### **GOOGLE INSTITUTE**

The Library also hosted the Google Cultural Institute which used their GigaPan camera – a high-resolution, panoramic camera – to photograph a number of collection items. The Library was the first cultural institution in Australia that the institute photographed using this camera, and this has resulted in featured stories on the institute's website about the First World War collections, First Fleet journals, Antarctica and the Holtermann photographic collection.

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#### **GOOGLE STREET VIEW**

In another first for an Australian library, Google's Street View cameras visited the Library in May 2015 to capture internal images of the recently refurbished Mitchell Library Reading Room, Friends Room and Gallery Room, as well as the Shakespeare Room and Macquarie Street building. These images will be published on Streetview.

# Sustainability

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## Renown

The Library uses key partnerships and relationships as well as traditional media and social media to enhance its renown locally and internationally.

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### LIBRARY COUNCIL HONOURS

In October 2014 the State Reference Library was renamed the Governor Marie Bashir Reading Room. Alongside this tribute, the Honourable Dame Marie Bashir AD, CVO, was awarded the Medal of the Library Council of NSW, the highest honour in the inaugural Honours of the Library Council of NSW. The Honours recognise outstanding contributions to the cultural enrichment of Australia through library and information excellence. Belinda Hutchinson AM and Dr Kate Grenville were awarded the Dixson Medal. Andrew Wells received the Ifould Medal and Rosemary Block became Emeritus Curator. Four Honorary Fellows were announced: Cecil Churm OBE, Robert Clancy AM, Professor Bridget Griffen-Foley FAHA and Robert Knight.

Eight champions of the Library received Honours of the Library Council of NSW in June 2015 (two sets of awards were conferred in 2014–15 due to the renaming of the Governor Marie Bashir Reading Room). Michael Crouch AO and Kerry Stokes AC received the Dixson Medal, and Anne-Marie Schwirtlich AM was awarded the Ifould Medal. Emeritus Professor Alan Frost and Mark Hildebrand accepted the title Emeritus Curator, and Richard Fisher AM, Megan Martin and Samantha Meers became Honorary Fellows.

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### MEDIA COVERAGE

Record media coverage was achieved with 3492 media stories and mentions across print, radio, online and TV. Media stories – which focused on new acquisitions, exhibitions, major announcements, the 75th anniversary of the *Library Act 1939*, and activities associated with the Library’s World War I centenary commemorative program – included the following:

- a *Sydney Morning Herald* front page story and 702 ABC live broadcast among 150 media hits for *Life Interrupted: Personal Diaries from World War I*
- a Seven Sunrise live weather cross focused on World War I content and upcoming exhibitions (with an average of 500,000 viewers)
- *Pulp Confidential* generated 182 media hits

- *Crowd Source* coverage included an ABC TV news story (repeated 22 times on ABC24), @abcnewsSydney (potential reach of 807,956 people) and a two-page *Sydney Morning Herald* story
- Nine News TV and social media coverage of the \$3.15 billion valuation of the Library’s collection
- 209 media mentions for the unveiling of *Earth Platinum*, the world’s largest atlas, on 19 June in the Mitchell Library Reading Room.

International online exposure was gained for the collection through four BuzzFeed posts:

- *Lemnos 1915: Then & Now* gallery (50,000 views)
- Australia Day then & now gallery (42,000 views)
- Australian winter post (16,000 views)
- Aussies and animals (20,000 views).

International online media coverage included:

- the partnership with News Corp Australia in the *Herald Times Reporter* (USA)
- the mention of Indigenous First World War soldier Douglas Grant in an Anzac Day story on BBC online
- *Crowd Source* featured in *The Journal* (Ireland) and *Daily Mail Online* (UK)
- distribution of the story on the unveiling of *Earth Platinum* through overseas online news services.

Changes to media monitoring capabilities in May 2015 provided greater insights into online news coverage, indicating that 79% of media coverage about the Library was featured in online news outlets.

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### SOCIAL MEDIA

The Library delivered the successful #Digitisemysuburb competition and social media campaign to promote engagement with the Library’s collection of over 40,000 historic NSW subdivision plans. People were encouraged to vote for their suburb as part of a campaign to increase awareness of the significant work required to provide digital access to the collections. The campaign generated over 1000 tweets reaching approximately 1.3 million people.

The announcement of the Premier’s Literary Awards winners resulted in:

- 140 tweets (with 105 retweets) by 100 users, with activity reaching a potential audience of 194,054 people
- the official hashtag #PremiersLitAwards trending in Sydney by 6.49 pm.

The Library used Periscope – a live video-streaming app – for the first time on 19 June to showcase *Earth Platinum*, resulting in 97 views and 50 ‘hearts’.

The most popular posts across different social media channels were:

- Facebook — a post of Arthur Syer images taken on a detective camera reached 89,408 people organically and 77,344 by boosted reach
- Twitter — a post about *Life Interrupted's* wall of First World War diaries had a potential reach of 415,764
- Instagram — a photo showing the unveiling of *Earth Platinum* had 149 likes
- Tumblr — a post on a 15th century rare book generated 312 Notes
- Pinterest — a photograph by Sam Hood of Don Bradman with his 'Don Bradman' brand Sykes bat was repinned 139 times.

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## Financially sound

The Library ensures its financial viability through responsible use of resources and self-generated revenue such as philanthropy.

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### STATE LIBRARY FOUNDATION

The State Library of NSW Foundation is a controlled entity of the Library Council of NSW as a not-for-profit organisation with its accounts consolidated as part of the NSW Total State Sector Accounts. Its governance and financial affairs are conducted within the context of the NSW public sector in accordance with requirements of the *Public Authorities (Financial Arrangements) Act 1987* and Regulation, the *Public Finance and Audit Act 1983* and Regulation, Treasurers Circulars and Directions. It is covered for insurance through the NSW Treasury Managed Fund Scheme of self-insurance for government agencies. The constitution established the State Library of NSW Foundation as a Charitable Trust, which is held by the Trustees and has objects set out in clause 10:

- (a) generally to assist the Library to gain, maintain, improve and develop its collection of literary and historical treasures, library artefacts and materials now held or hereafter to be held by the Library
- (b) to attract and retain for the Library the continuing interest and financial support of the community at large
- (c) to attract and encourage donations, gifts, bequests, endowments, trusts and other forms of financial assistance to or for the benefit of the Library

- (d) to raise finance for the acquisition and preservation of objects of historic educational and/or social interest, collections and artefacts, works of art of importance and which would be obtained and/or maintained by the Library within the terms of its charter
- (e) to do all such things as are incidental or conducive to the attainment of the above objects or any of them or to the preservation, development and improvement of the Library's collections, facilities and operations.

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### MITCHELL RENEWAL

This year saw the restoration of the Mitchell Library building's ground floor heritage spaces. There was a strong public response to the campaign which raised \$1.15m.

These funds enabled the Mitchell Library Reading Room to be refurbished with a glass-partitioned scholars area located at the rear of the reading room, the restoration of the stained glass windows, upgraded lighting and new sustainable flooring. The initiative to sponsor a study table or chair in the reading room was well received, with over 150 items of furniture supported by a diverse group of individual donors.

Other spaces enhanced during the first stage of the campaign include the Friends and Volunteers rooms and the creation of a new Gallery Room for public events, made available to the public in March 2015.

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### OTHER FOUNDATION HIGHLIGHTS

- Launching the inaugural Coral Thomas Fellowship, the highest dollar value fellowship offered by the Library
- Delivering our regional outreach program, *Far Out! Treasures to the Bush*, to 124 schools, with 7527 students and 418 teachers participating; the program is generously supported by the Vincent Fairfax Family Foundation and the Caledonia Foundation
- Acquiring oral histories from members of culturally and linguistically diverse NSW communities, an 1825 letter from Port Macquarie written by Thomas and Anne Hassall and a first edition of *The World Encompassed by Sir Francis Drake*.

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### FRIENDS RELAUNCH

In April 2015, coinciding with the reopening of the newly refurbished Friends Room, the Friends membership program was relaunched with a suite of new benefits. As part of the relaunch, a competition was offered for new members with the chance to win a trip to London and a tour of the British Library. The relaunch has seen membership growth of more than 20%.

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## LIBRARY SHOP

The Library Shop is owned and operated by the Library Council of NSW. It stocks a comprehensive range of Australian titles complemented by a quality selection of gifts, souvenirs and print on demand, archival, fine art prints from the Library's collection.

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## MERCHANDISE REVENUE

	Revenue	Percentage of sales
Books	\$338,983	63%
Cards and stationery	\$81,722	15%
Gift lines	\$59,098	10%
State Library branded merchandise	\$22,465	4%
Prints	\$24,429	7%
Other	\$17,979	1%
<b>Total</b>	<b>\$544,676</b>	<b>100%</b>

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## VENUE HIRE AND EVENTS REVENUE

Cafe Trim contract	\$118,245
Venue Hire revenue	\$223,089
Catering commissions	\$30,734
Public Program tickets	\$85,815
<b>Venue Hire and Events revenue</b>	<b>\$457,883</b>
Merchandising revenue	\$544,676
<b>Total revenue</b>	<b>\$1,002,559</b>

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## FINANCIAL MANAGEMENT

Achievements this year included:

- the 2014 statutory financial statements and notes for Foundation, consolidated Library Council and Library Council of NSW Staff Agency financial statements and notes were completed and audited with an unmodified opinion issued by the Audit Office
- completing internal audits for Information System Security, Effectiveness of Branch and Functional Reviews, and Work Health and Safety
- finalising the terms of reference for the Physical Security of Collection Items internal audit
- holding five Audit and Risk Committee meetings.

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## Robust systems

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### INFORMATION SECURITY AUDITS

As part of the Internal Audit Program, ICT audits were conducted of the Information Security Management Systems (ISMS), ICT Infrastructure security and for compliance with the NSW Digital Information Management Policy (DISP). The audit reports found that the Library has all security controls required for the DISP compliance in place, and the Library is now fully compliant. Audit recommendations are being implemented to ensure the Library is employing ICT infrastructure security best practices. A series of staff ISMS awareness training sessions have been held as part of the compliance requirements.

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### ICT INFRASTRUCTURE

Continued improvements to our wireless network services – including extending wireless networks throughout all public spaces – allowed onsite clients to work on their own notebooks, tablets, phones and other portable devices. This extended the reach of the Library's exhibitions, allowing clients to engage with Library collections and other online services such as social media from anywhere within the Library's public spaces.

The Library replaced older network infrastructure with modern equipment to support the current and future needs of clients and staff working with digitised collections, remote and cloud services and with Application Programming Interfaces.

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### GOVDC MIGRATION

The NSW Government has established the NSW Government Data Centre (GovDC), a whole-of-government data centre to make service delivery more cost-effective, energy-efficient and reliable. All NSW government agencies are required to migrate their data centre and computer room infrastructure into GovDC by August 2017. The Library worked with industry and government agencies to migrate its archival collection and digital asset management systems into GovDC in May 2015.

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#### **SERVICE DESK THIRD-PARTY ENHANCEMENTS**

The ICT support services for staff and onsite public clients in the reading rooms have been enhanced by extending the ICT Service Desk support to 24 hours a day. Onsite support during business hours is now being supplemented by an offsite service provider. This hybrid ICT services model provides a single point of contact for all ICT calls logged; faster resolution to generic ICT incidents and problems; and the ability for staff to check the status of logged calls via phone, web portal or email.

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#### **SECURITY**

A Business Continuity Management Incident Response Team was established, with roles and responsibilities finalised. Effective management of business continuity is a core component of good governance and an integral part of the Library's Enterprise Risk Management Framework. It ensures that the Library is able to deliver essential and critical services following a disruptive event. Security upgrades this year included installing additional CCTV and access control in the Friends Room, the Dixon Room and the Galleries.

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#### **ACCIDENTS AND INCIDENTS**

Of 41 incidents reported, 25% were 'near misses', possible accidents that did not eventuate. There has also been a reduction of 24% in Workers Compensation premiums. Implementation of a prevention-focused WHS management system and proactive claims management resulted in a reduction in the Workers Compensation Deposit Premium of 24.1%. These results indicate the Library's prevention-focused safety culture.

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#### **CORPORATE INFORMATION**

All requests for access to corporate information were managed within legislated access provisions in the *Government Information (Public Access) Act*, the *Privacy and Personal Information Protection Act* and the *State Records Act*. All notices to produce documents were complied with within the required timeframes.

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## Green library

Electricity consumption for the year was reduced by 11.6 % compared to 2013-14. Energy saving initiatives include:

- installing energy efficient, environmentally friendly and durable LED lighting throughout the Library including the Mitchell Library Reading Room (which is now fully lit by LED technology) Macquarie Street building levels 1 and 3, in the conservation labs and the stack areas
- LED lights were installed in the new Exhibition Rooms
- as much as possible, recycled materials were used for exhibition signage and structures.



# Corporate overview

# Library Council

The *Library Act 1939*, as amended by the *Cultural Institutions (Miscellaneous Amendments) Act 1989*, provides that the Library Council of NSW shall be the governing body of the State Library of NSW. The Library Council is constituted under Part 2 of the *Library Act 1939*. The nine members of the Library Council are members of the public nominated by the Minister and appointed for a three-year term by the Governor of NSW. The Act stipulates that members must include:

- at least one person who has knowledge of, or experience in, education
- at least one person who has knowledge of, or experience in, local government.

The Library Council members fulfilling these requirements are Dr John Vallance and Ms Jan Richards respectively. The NSW State Librarian & Chief Executive is the Secretary to the Library Council. The Council's responsibilities relate to the promotion, provision, maintenance and quality assurance of library and information services for the people of NSW; and advising the Minister and local authorities on matters of policy and administration relating to public library services. Library Council members are appointed for a term not exceeding three years and may be reappointed, but no council member shall hold office for four consecutive terms. Council members do not receive remuneration for the board activities.

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**MR ROBERT THOMAS AM**  
**BEc, MSDIA, SF FIN**



COMPANY DIRECTOR  
APPOINTED 2006  
APPOINTED PRESIDENT 1 JANUARY 2007  
TERM ENDED DECEMBER 2014  
CHAIR, STATE LIBRARY OF NSW  
FOUNDATION TRUSTEES  
TENURE AS A TRUSTEE  
FINISHED 31 DECEMBER 2014  
STATE LIBRARY OF NSW  
FOUNDATION BOARD  
AUDIT & RISK COMMITTEE  
GRANTS COMMITTEE  
HONOURS COMMITTEE

It has been a privilege to be President of the Library Council at such an exciting time. The Library is embracing new technology while celebrating its extraordinary collection of original material. I enjoy working with the Executive team and the rest of the Library Council. The passion and enthusiasm of all our staff, volunteers, beneficiaries and friends continue to amaze me.

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**MR ANDREW TINK AM**  
**BA, LLB, HON DLITT**



WRITER AND VISITING FELLOW,  
MACQUARIE UNIVERSITY LAW SCHOOL  
APPOINTED 2012  
PRESIDENT, LIBRARY COUNCIL  
APPOINTED PRESIDENT 1 JANUARY 2015  
CURRENT TERM ENDS DECEMBER 2017  
HONOURS COMMITTEE  
EDUCATION & SCHOLARSHIP COMMITTEE  
GRANTS COMMITTEE  
PUBLIC LIBRARIES  
CONSULTATIVE COMMITTEE

When I was an MP, the State Library next door was my refuge from politics. Writing became my creative outlet and the Library a key source of material for my biographies of William Charles Wentworth and Lord Sydney. Indeed so vast is the Library's collection of material relating to Australia, that it can truly be described as the repository of the nation's DNA. I owe a great deal to the Library's staff. And as a member and now as President of the Library Council, I hope to give something back.

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**MS MAXINE BRENNER**  
**BA, LLB**



APPOINTED 2014  
CURRENT TERM ENDS DECEMBER 2016  
CHAIR, STATE LIBRARY OF NSW  
FOUNDATION TRUSTEES

As a child, my local library was a special place — to find a book, meet a friend or pretend (mostly to myself!) that I was hard at work. It goes beyond a place for the written word, it is a centre where thoughts and ideas are freely exchanged and cherished. It's a privilege to be a part of a great library. To play a part in the Library's evolution, and ensure it remains an important institution in the digital age, is a passion.

**ATTENDANCE AT MEETINGS OF THE LIBRARY COUNCIL OF NEW SOUTH WALES**

Name	4 August 2014 387th	20 October 2014 388th	1 December 2014 389th	16 February 2015 390th	20 April 2015 391st	15 June 2015 392nd	Therefore:
<b>Mr Robert Thomas AM</b> (President to 31 December 2014)	✓	✓	✓				3 of 3
<b>Mr Andrew Tink AM</b> (President from 1 January 2015)	✓	✓	✓	✓	✓	✓	6 of 6
<b>Ms Maxine Brenner</b>	✓	✓	✓	✓	✓	X	5 of 6
<b>Mr Michael Caulfield</b>	X	✓	✓	✓	✓	✓	5 of 6
<b>Mr Rodney Cavalier AO</b>	✓	✓	✓	✓	✓	✓	6 of 6
<b>Ms Susan Doyle</b>	✓	X	X	✓	✓	X	3 of 6
<b>Professor Martin Nakata</b>	✓	✓	X	✓	X	✓	4 of 6
<b>Ms Jan Richards</b>	✓	✓	✓	✓	✓	✓	6 of 6
<b>Professor Peter Shergold AC</b>				✓	X	✓	2 of 3
<b>Dr John Vallance</b>	✓	✓	✓	✓	✓	✓	6 of 6
<b>Dr Alex Byrne</b> (Secretary to Council)	✓	✓	✓	✓	✓	✓	6 of 6

**MR MICHAEL CAULFIELD**

DIP ED



FILM-MAKER / WRITER  
 APPOINTED 10 FEBRUARY 2010  
 CURRENT TERM ENDS DECEMBER 2015  
 INDIGENOUS ADVISORY BOARD  
 GRANTS COMMITTEE

Libraries have been the cultural foundation of my professional and personal life. From my small local library in a Housing Commission settlement in the Western Suburbs of Sydney to the first time I walked into the State Library’s reading room, they have provided me with the means to understand the world. My focus on the Library Council is to encourage and facilitate the Library’s movement into the digital world.

**MS SUSAN DOYLE**



APPOINTED 2014  
 CURRENT TERM ENDS DECEMBER 2016  
 AUDIT & RISK COMMITTEE  
 RESIGNED 20 APRIL 2015  
 STATE LIBRARY OF NSW  
 FOUNDATION TRUSTEES  
 GRANTS COMMITTEE  
 PUBLIC LIBRARIES  
 CONSULTATIVE COMMITTEE

As an avid explorer, through reading, I have been visiting libraries since I was a child. As an adult I have been a strong supporter of the State Library for many years, having had the opportunity to serve as Chair of the Library’s Audit & Risk Committee. Throughout my career in finance I have always appreciated the value of libraries. I hope to highlight this value – the benefits that libraries bring to all members of the community – as a member of the Library Council.

**MR RODNEY CAVALIER AO**



APPOINTED 2013  
 CURRENT TERM ENDS DECEMBER 2015  
 HONOURS COMMITTEE  
 EDUCATION & SCHOLARSHIP  
 COMMITTEE

I believe in the power of libraries to transform lives. The State Library of NSW is one of the world’s great cultural institutions.

**PROFESSOR MARTIN NAKATA**

BEd HONS, PHD



DIRECTOR, NURA GILI CENTRE  
 FOR INDIGENOUS PROGRAMS  
 APPOINTED 2013  
 CURRENT TERM ENDS DECEMBER 2015  
 INDIGENOUS ADVISORY BOARD

My interest in the Library, like many others, stems back to my first library card. Two of my fondest memories go back some time too. The first was at high school when my friend and I challenged each other to read every book in the library (bored obviously with what other kids were doing during the breaks); and the other was in my undergraduate years when the librarian woke me up and sent me home. Libraries for me offer a window into the world’s knowledge and there is much to learn about who we are in this world.

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**MS JAN RICHARDS****BA (LIB AND INFO SCIENCE), FALIA**

MANAGER, LIBRARY SERVICES,  
CENTRAL WEST LIBRARIES  
APPOINTED 2012  
*CURRENT TERM ENDS DECEMBER 2017*  
CHAIR, PUBLIC LIBRARIES  
CONSULTATIVE COMMITTEE  
HONOURS COMMITTEE

The State Library has been a crucial part of my working life for longer than I care to remember; a source of information, support, inspiration and advice. The opportunity to contribute to one of the world's great libraries and to realise the potential of public libraries through the work of the Public Libraries Consultative Committee is an honour.

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**DR JOHN VALLANCE****BA, MA, PHD**

HEADMASTER OF  
SYDNEY GRAMMAR SCHOOL  
APPOINTED JANUARY 2008  
*CURRENT TERM ENDS DECEMBER 2016*  
STATE LIBRARY OF NSW  
FOUNDATION TRUSTEES  
EDUCATION & SCHOLARSHIP  
COMMITTEE

The State Library has been part of my life since I was a child, and I am delighted now to have the opportunity to support its work in a practical way.

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**PROFESSOR PETER SHERGOLD AC****BA (HONS) HULL, MA ILLINOIS, PHD LSE, FASSA**

CHANCELLOR OF  
THE UNIVERSITY  
OF WESTERN SYDNEY  
APPOINTED 2015  
*CURRENT TERM ENDS DECEMBER 2016*  
AUDIT & RISK COMMITTEE

When I arrived as a migrant in 1972, to take up a lectureship in economic history at the University of New South Wales, one of the first places that I visited was the State Library. In spite of all the twists and turns of my career in the last 43 years I have remained a regular visitor, perusing not only its wonderful store of material on Australian colonial history and contemporary public administration but also finding out more about my family history in its genealogical collection.

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**DR ALEX BYRNE****BE(ELEC), GDIP LIB, GDIP ADV LIB, MA, PHD, FALIA**

NSW STATE LIBRARIAN  
& CHIEF EXECUTIVE  
APPOINTED 5 SEPTEMBER 2011  
SECRETARY TO COUNCIL  
LIAC ADVISORY BOARD  
PUBLIC LIBRARIES CONSULTATIVE  
COMMITTEE  
STATE LIBRARY OF NSW  
FOUNDATION BOARD

I am a professional librarian, researcher and writer with a deep interest in the roles of memory institutions, the complexity of issues relating to Indigenous peoples and transmission of knowledge. I served for a decade in leadership positions with the International Federation of Library Associations and Institutions, including as President from 2005 to 2007. It is a tremendous honour to lead this great library, cherish its collections and people, and work with the public library network across NSW.

# Standing committees of the Library Council of NSW

as at 30 June 2015

## AUDIT AND RISK COMMITTEE

The Audit and Risk Committee provides independent assistance to the Library Council of NSW by overseeing and monitoring the Library Council's governance, risk and control frameworks, its external accountability requirements, compliance with applicable laws and regulations, and outcomes of internal and external audits. The committee makes recommendations to the Library Council on strategic and operational matters, to enable it to discharge its responsibilities with regard to these matters.

Five meetings were held between July 2014 and June 2015. Key agenda items include: the review of financial performance and financial position, strategic and operational risks, internal audit and external audit reports, investment reports, governance matters and work health and safety matters.

### MEMBERS

Victoria Weekes (Chair)  
Robert Thomas AM  
Peter Shergold AC  
Susan Doyle (term ended 20 April 2015)

### IN ATTENDANCE

Dr Alex Byrne, NSW State Librarian & Chief Executive  
David Makinson (Executive Officer),  
Director, Operations & Infrastructure  
& Chief Financial Officer  
Piyush Bhatt (Executive Officer),  
Director, Operations & Chief Financial Officer  
(term ended 29 August 2014)  
Clare Bower, Lead Partner, Risk Services Public Sector,  
Deloitte Touche Tohmatsu  
Representatives from the Audit Office of NSW  
and the NSW Treasury Corporation as requested

## PUBLIC LIBRARIES CONSULTATIVE COMMITTEE

The committee provides:

- policy advice to Library Council in relation to providing public library services in NSW
- a consultative framework for the Library Council, the State Library and key stakeholders in local government concerning public library services
- advice to Library Council in relation to the arrangements for allocating State Government funding to public libraries
- advice to Library Council concerning the development of guidelines for grants programs; however, the committee does not evaluate grant applications.

Membership of the committee includes representatives of key stakeholder bodies. The committee meets four times per year.

### MEMBERS

*Library Council of NSW*  
Jan Richards (Chair)  
Andrew Tink AM  
Susan Doyle

### *NSW Public Libraries Association*

Councillor Graham Smith, Cessnock City Council  
Councillor Linda Gill, Great Lakes Council  
(from March 2015)

Councillor Veronique Marchandeanu,  
North Sydney Council (July – September 2014)  
Michelle Simon, Canterbury City Library  
Paul Scully, Fairfield City Library  
(July – December 2014)

Keryl Collard, Maitland City Library  
(July – December 2014)

Robert Knight, Riverina Regional Library  
Adele Casey, Bland Shire Council (from March 2015)

### *Local Government NSW*

Noel Baum, Strategy Manager  
Councillor Julie Hegarty, Pittwater Council

### *NSW Office of Local Government*

Natasa Mitic, Ministerial Liaison

### *State Library of NSW*

Dr Alex Byrne, NSW State Librarian & Chief Executive  
Lucy Milne, Executive Director, Public Libraries and  
Engagement (from March 2015)  
Frances Sims, Director, Public Library & Learning  
Services (July 2014 – February 2015)

### IN ATTENDANCE

Cameron Morley, Executive Officer & Manager,  
Funding & Advisory Services (Executive Officer)

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#### **LIBRARY COUNCIL OF NSW GRANTS COMMITTEE**

The committee is responsible for assessing applications for Public Library Infrastructure Grants received from local authorities in NSW. It defines priority areas for grants and recommends their allocation to Library Council. The Grants Committee meets as required.

#### MEMBERS

Andrew Tink AM (Chair)  
Susan Doyle  
Michael Caulfield

#### IN ATTENDANCE

Dr Alex Byrne  
Frances Sims (July 2014 – February 2015)  
Lucy Milne (March 2015 – present)  
Cameron Morley

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#### **STATE LIBRARY OF NSW FOUNDATION BOARD**

The State Library of NSW Foundation is managed by the State Library and governed by a Board established under the constitution with the Trust safeguarded by Trustees. The Foundation is a controlled entity of the Library Council of NSW as a not-for-profit organisation with its accounts consolidated as part of the NSW Total State Sector Accounts. Its governance and financial affairs are conducted within the context of the NSW Public Sector and as such in accordance with requirements of the *Public Finance and Audit Act 1983* and Regulation, Treasurers Circulars and Directions. It is covered for insurance through the NSW Treasury Managed Fund Scheme; administered by the NSW Self Insurance Corporation.

#### MEMBERS OF THE BOARD

Patty Akopiantz  
(tenure on the board finished 31 December 2014)  
John Atkin  
Graham Bradley AM  
Dr Alex Byrne  
Dina Coppel  
Peter Crossing (Chairman)  
Samantha Meers  
Tony O'Sullivan  
Steven Schwartz AM  
Robert Thomas AM  
Dr John Vallance  
Kim Williams AM

The Trustees at any time during the financial year are as below:

Maxine Brenner (Chair)  
Susan Doyle  
Robert Thomas AM  
(tenure as a Trustee lapsed 31 December 2014)  
Dr John Vallance

#### IN ATTENDANCE

Susan Hunt (Executive Officer),  
Director, State Library of NSW Foundation  
and Executive Manager, Advancement  
Lucy Milne, Executive Director,  
Public Libraries & Engagement  
Kay Payne, Partnership Manager,  
State Library of NSW Foundation

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#### **LEGAL INFORMATION ACCESS CENTRE (LIAC)**

##### **ADVISORY BOARD**

The board guides the strategic development of LIAC. Meetings were held in September and April.

#### MEMBERS

Richard Fisher AM (Chair)  
General Counsel & Adjunct Professor, Faculty of Law,  
Office of General Counsel, University of Sydney  
Dr Alex Byrne, NSW State Librarian  
and Chief Executive  
Julie Foreman, Executive Officer,  
Tenants' Union of NSW  
Bill Grant OAM, Chief Executive Officer,  
Legal Aid Commission of NSW  
Katrina Ironside, Solicitor  
John McKenzie, Legal Services Commissioner,  
Office of the Legal Services Commissioner  
Lucy Milne, Executive Director,  
Public Libraries and Engagement Division,  
State Library of NSW (April 2015)  
Magdalena Malota, Executive Manager,  
Law Society of NSW (representing Michael Tidball,  
Chief Executive Officer, Law Society of NSW)  
Geoff Mulherin, Director,  
Law and Justice Foundation of NSW  
Frances Sims, Director,  
Public Library & Learning Services,  
State Library of NSW (September 2014)  
Michael Talbot, Assistant Secretary,  
Courts & Tribunal Services,  
NSW Department of Justice  
Janet Wagstaff, Director, LawAccess NSW

#### IN ATTENDANCE

Philippa Scarf, Coordinator, LIAC and Drug Info  
Services (Executive Officer)

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#### **HONOURS COMMITTEE**

The Honours Committee assists the Library Council with regard to the conferral of honours and honorary appointments.

#### MEMBERS

Andrew Tink AM  
Rodney Cavalier AO  
Jan Richards

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#### **EDUCATION & SCHOLARSHIP COMMITTEE**

The committee provides strategic advice to the Library Council on policy and other matters relating to the Library's education program, support for research and scholarship, fellowships and the publishing program.

It advises on building relationships with schools, universities, research and scholarly associations and other elements of the educational sector. The committee advises on the establishment of new fellowships and recommends awards under the fellowships program. The committee met for the first time in November 2014 and again in May 2015.

#### MEMBERS

Dr John Vallance (Chair)  
Rodney Cavalier AO (from May 2015)  
Professor Ian Donaldson  
Professor Stephen Garton  
Professor Bridget Griffen-Foley  
Andrew Tink AM (until May 2016)  
Professor Richard Waterhouse  
Professor Peter Wilson

#### IN ATTENDANCE

Dr Alex Byrne, NSW State Librarian & Chief Executive  
Richard Neville, Mitchell Librarian and Director,  
Education & Scholarship (Executive Officer)

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#### **INDIGENOUS ADVISORY BOARD**

The Indigenous Advisory Board assists the Library Council and the State Library to respond to the needs of the Indigenous population of NSW and to build relationships with communities. The board's role is to:

- advise the Library Council on matters relating to the Indigenous population of NSW including the needs for library and information services
- assist the Library Council and the State to build relationships with the Indigenous communities of NSW
- advise the Library Council on the development and progress of State Library strategies relating to Indigenous peoples.

The inaugural meeting of the Indigenous Advisory Board was held on 15 June 2015.

#### MEMBERS

*Library Council of NSW*  
Professor Martin Nakata (Chair)  
Michael Caulfield  
Dr Christine Evans, Board of Studies  
Teaching & Educational Standards NSW (BOSTES)  
Michael Ingrey, La Perouse  
Aboriginal Land Council  
Nancia Guivarra, National Centre  
of Indigenous Excellence

#### IN ATTENDANCE

Dr Alex Byrne, NSW State Librarian & Chief Executive  
Kirsten Thorpe, Manager, Indigenous Services  
(Executive Officer)

# Other consultative committees

as at 30 June 2015

## MITCHELL LIBRARY CONSULTATIVE COMMITTEE

The Mitchell Library Consultative Committee has been established to act as a forum for communication and consultation between the research community and the State Library. The committee aims to:

- strengthen relationships between the major research bodies
- assist in the development of a high-quality research service in consultation with major user groups
- extend the reputation and reach of the Mitchell Library.

### MEMBERS

#### *Oral History NSW*

Professor Paula Hamilton  
Leonard Janiszewski

#### *Australian Historical Association*

Professor Jill Roe

#### *Professional Historians Association*

Joy Hughes

#### *Independent Scholars Association of Australia*

Dr Gretchen Poiner

#### *Australian Society of Archivists*

Guy Tranter, NSW branch  
Dr Louise Trott, National Council

#### *Society of Women Writers*

Dr Maria Hill  
Dr Susan Steggall

#### *Australian Society of Authors*

Lynne Spender

#### *History Council of NSW*

Professor Richard Waterhouse  
Emeritus Professor David Carment

#### *Society of Australian Genealogists*

Heather Garnsey

#### *Royal Australian Historical Society*

Christine Yeats

#### *State Library of NSW*

Philippa Stevens  
Andy Carr  
Maggie Patton  
Tracy Bradford  
Richard Neville (Chair)

## PUBLIC LIBRARY NETWORK RESEARCH COMMITTEE

The role of the Public Library Network Research Committee is to:

- lead and advise on the development, implementation and management of the Public Library Network Research program
- consult with key stakeholders to identify key areas of research
- review the progress and findings of research projects
- provide advice on implementing and managing research outcomes and findings.

The committee met twice in 2014–15.

### MEMBERS

Jo Carmody, Manager, Richmond  
Tweed Regional Library

Adele Casey, Director, Community and Development  
Services, Bland Shire

Linda Horswell, Manager, Mosman Library

Alex Mills, Manager, Singleton Public Library

Paul Scully, Manager, Fairfield Library

Jill Webb, Manager, Ryde Library Services

#### *State Library of NSW*

Ellen Forsyth, Consultant, Public Library Services,  
State Library of NSW (Minutes)

Cameron Morley, Manager, Funding and Advisory  
Services, Public Library Services, State Library of NSW  
(Convenor)

# State Librarian's performance statement

## State Librarian's Performance Statement

Dr Alex Byrne  
State Librarian & Chief Executive, Band 3  
Appointment commenced on 5 September 2011  
Total remuneration package \$317,400 per annum

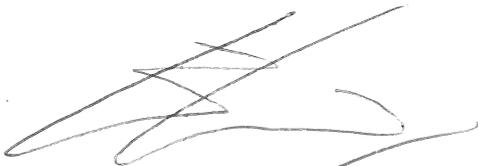
The Secretary has once again expressed his satisfaction with the performance of the State Librarian Dr Alex Byrne.

The State Librarian is responsible for the administration and management of the State Library and the library and information services it provides; including development of its extensive heritage collection, online products and databases, support for the public library network and a range of public programs that connect the Library's collection to the broader community.

Key achievements for 2014-15 include:

- Revaluation of the **Library's collection** at \$3.15 billion, highlighting its reputation as the most valuable library collection in Australia and reinforcing its reputation as an internationally recognised collection.
- Inclusion of the Library's collection of **First World War soldiers' diaries** on the UNESCO Australian Memory of the World Register. These diaries were featured in the Library's 2014 exhibition *Life Interrupted: Personal Diaries from World War I*, which was viewed by 29,440 visitors.
- Continued growth of the **Digital Excellence Program**, funded by the NSW Government to digitise the Library's most iconic and at-risk collection items. Collections digitised during 2014–15 include First World War soldiers' diaries (53,000 pages), oral history (5464 hours) and NSW newspapers (1.5 million pages), bringing the total number of digitised objects to 6.7 million.
- Renaming the State Reference Library as the **Governor Marie Bashir Reading Room** in October 2014 to pay tribute to Professor the Honourable Dame Marie Bashir AD, CVO, following her retirement.
- Completion of the first stage of the **Mitchell Library renewal** project, including the Mitchell Library Reading, Friends and new Gallery and Volunteer Rooms, significantly increasing visitation and usage.
- Establishment of the **Coral Thomas Fellowship** in 2014, which encourages deep and focused research into Australian culture, history and society, as the most significant fellowship offered by the State Library.
- Participation of around 20,000 people in the **Library's learning programs** in 2014–15. Approximately 60% was through programs delivered by Library staff in schools in rural and regional NSW. Almost half of the 3,202 schools in NSW have participated in learning programs run by the Library since 2012.
- Launch of the **Rediscovering Indigenous Languages** website to provide access to the earliest written records of over 100 Indigenous languages, supporting research and enhancing engagement with Indigenous communities via the Indigenous Services Branch established this year.
- Completion of the NSW government-funded **Revitalising Regional Libraries** initiative which commenced in 2011–12 and has delivered robust WiFi services to 126 rural and regional public libraries, significantly enhancing online access to cultural and educational resources in those libraries and benefiting students, small businesses, researchers and the general community across regional and rural areas.
- Finalisation of the complete restructuring of the State Library which has achieved full compliance with the Government Sector Employment Act.

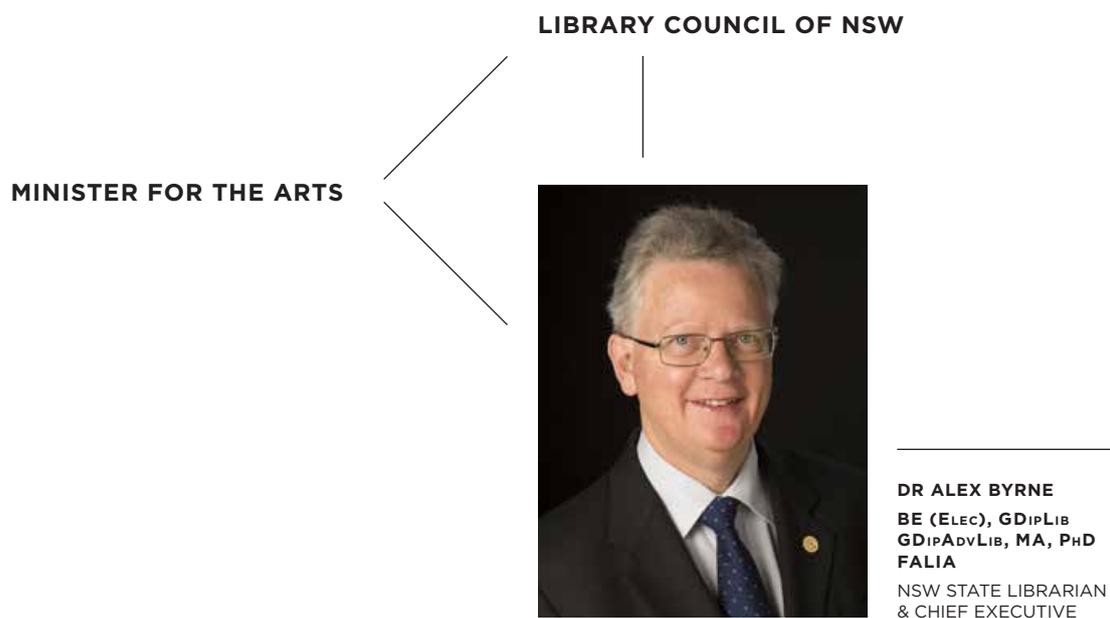
Detailed information on the achievements of the State Library over the past 12 months is contained in this Annual Report.



Andrew Cappie-Wood  
Secretary  
NSW Department of Justice

# Organisational structure

as at 30 June 2015



**FUNCTIONS REPORTING TO DIVISIONS**



**RICHARD NEVILLE**  
**BA (HONS)**  
**MA (HONS)**

MITCHELL LIBRARIAN  
 & DIRECTOR,  
 EDUCATION  
 & SCHOLARSHIP

Education &  
 Scholarship  
 Indigenous Services  
 Learning Services



**VICKI McDONALD**  
**BA, GRADDIP BUSINESS**  
**ADMINISTRATION**

EXECUTIVE DIRECTOR,  
 LIBRARY  
 & INFORMATION  
 SERVICES  
 & DIXSON LIBRARIAN

Collection Access  
 & Description  
 Collection Care  
 Collection Strategy  
 & Development  
 Data Quality,  
 Systems & Standards  
 Information & Access  
 Research & Discovery



**LUCY MILNE**  
**BA (HONS), MA (HONS)**  
**GRAD CERT ARTS MGMT**  
**MBA**

EXECUTIVE DIRECTOR,  
 PUBLIC LIBRARIES  
 & ENGAGEMENT

Commercial	NSW.net Services
Drug info @ your Library	Public Library Services
Exhibitions	Publications & Design
Government Relations	Research & Development
Legal Information Access Centre	State Library Foundation (including Volunteers)
Media & Communications	



**DAVID MAKINSON**  
**CA**

DIRECTOR,  
 OPERATIONS  
 & INFRASTRUCTURE  
 & CHIEF FINANCIAL  
 OFFICER

Facilities  
 Financial Services  
 Governance  
 Human Resources  
 Security



**ROBIN PHUA**  
**BBA (MANAGEMENT INFO**  
**SYSTEMS), MBA**

DIRECTOR,  
 DIGITAL EXPERIENCE  
 & CHIEF INFORMATION  
 OFFICER

Client Services  
 & Support  
 Digital Program  
 Management  
 Digital Strategy  
 & Innovation  
 Digitisation & Imaging



# Corporate information

# Human resources

## Learning and development

The average hours of learning activities per staff member this year was 24.4, which is comparable with 2012–13 and 2013–14. There has been a decrease in the total number of hours this year as a result of a reduction in the Library’s workforce.

	2012-13	2013-14	2014-15
Staff hours in formal learning activities	7901	8270	7814

Our Training Plan focused on six main streams: Professional and Technical Development, People Management and Leadership, Client Service, Human Resources, Work Health and Safety and Software. The main training programs undertaken by staff under these streams are as follows.

### PROFESSIONAL AND TECHNICAL DEVELOPMENT

- Developing the capabilities of librarians and library technicians in using adaptive technology, Resource Description and Access (RDA) cataloguing, copyright, archival skills, eresources, legal resources, handling heritage materials, maps overview, manuscripts overview, oral history and significance
- Training to improve staff understanding of information security classification and labelling, and privacy and GIPA legislative obligations
- Training for project managers and officers in the Library’s Project Management Framework
- Developing skills for staff involved in implementing the Business Continuity Management Plan and Disaster Response
- Training for conservation staff in gelatin repairs, Japanese paper conservation, and using a gunnar mat cutter and wash mounts

### PEOPLE MANAGEMENT AND LEADERSHIP

- Ongoing implementation of our training curriculum for people leaders with courses on People Management, Performance Development, Coaching, Difficult Conversations with Staff, Facilitation Skills, Preventing and Managing Harassment and Bullying, and a session on Developing Resilience in Staff
- Supporting the implementation of the *Government Sector Employment Act 2013* (GSE Act) through training all people leaders on the new recruitment and assessment process
- Minimising the risk of fraud and corruption through Corruption Prevention in Procurement training

### CLIENT SERVICE

- Training for client-facing staff on Cultural Diversity, Applying Intercultural Communication, Disability Awareness and Supporting Clients with Mental Illness and Drug/Alcohol Problems
- Enhancing staff ability to engage clients through social media via training sessions on Twitter, Pinterest, Instagram, Tumblr, Online Engagement and Wikipedia

### HUMAN RESOURCES

- Implementing workforce planning practices to identify current and future workforce needs and develop capability to meet the Library’s corporate and strategic goals and the requirements set by the NSW Public Service Commission
- Staff training in new recruitment processes under the GSE Act, including the Capability Framework and its inclusion in role descriptions, and supporting staff in the Library Review Program, through courses on job applications and interview skills
- Continuing to implement the Employability Strategy with Disability Awareness sessions for staff
- Improving staff knowledge of policies and legislation with training on the Code of Conduct, induction to the Library and the merit selection process
- Supporting the use of the Library’s enterprise resource planning (ERP) through a range of sessions on the SAP system’s Employee Self Service and Manager Self Service functions

### SOFTWARE SKILLS

- Supporting the ongoing focus on increasing the digital abilities of staff through tailored sessions in Excel, Project, Visio and Adobe Creative Suite
- Supporting the Library intranet and internet upgrade project through training for staff

### WORK HEALTH AND SAFETY

- Lunch and Learn sessions on Resilience at Work to support staff health and wellbeing at work
- Supporting the provision of a safe and healthy workplace through training for new people leaders in the Library’s Work Health and Safety and Risk Management framework and training for staff in Work Health and Safety Awareness, first aid and cardiopulmonary resuscitation
- Supporting the provision of site-specific safe work practices through training for staff in the Elevated Work Platforms, Walkie Forklift, Traffic Controller

- Grey Card, Defensive Driver and Construction Site White Card
- Improving the understanding of the WHS Act through a program for senior staff on Due Diligence and Reasonably Practicable
- Maintaining staff understanding of risk management practices at the Library through a program of refresher WHS Risk Management training

Lifelong learning was supported through our Study Assistance program with 18 staff members provided with financial assistance and study leave to undertake formal courses at the tertiary level. The course most commonly applied for was the Bachelor of Information Studies. In addition, staff knowledge was enhanced through attendance at a wide range of professional and technical seminars and conferences involving 3347 hours in 2014–15.

The formal Annual Performance Development Review (APDR) and Mid-Year assessments were completed during the year for 99% of staff.

In 2015 the Library commenced a review of the existing performance development process to incorporate the NSW Public Service Commission's Capability Framework and build on the existing high level of staff engagement. A new Capability and Performance Development program has been created and will be launched for the 2015–16 financial year.

## Workforce diversity

The main workforce diversity outcomes this year are:

- updating the 2013–2017 Equal Employment Opportunity Management Plan to enhance our Indigenous Employment strategy
- establishing the Indigenous Services branch within the Mitchell Librarian and Education & Scholarship Division
- establishing a new Library Technician Grade 1 position in the Indigenous Services branch under the Elsa Dixon Aboriginal Employment Program and employing a candidate through the merit process
- exceeding public sector targets for the representation in our workforce of women, and of people whose first language is not English
- defining the level of cultural competency needed in the Library's core programs and service areas and undertaking cultural competence skill gap analysis for program and service areas

- reviewing the Community Language Allowance Scheme to ensure that staff language capabilities match client needs
- achieving all diversity-related training course targets including:
  - training new people leaders on Bullying and Harassment Prevention and Management
  - providing new staff members with training in the Library's Code of Conduct and on harassment and bullying prevention strategies
  - conducting Disability Awareness sessions for non-client facing staff to enhance understanding of the issues facing staff in our workforce who have a disability
- appointing and training Harassment and Bullying Contact Officers to encourage reporting of instances of harassment and bullying so that they can be dealt with appropriately
- analysing the results of the annual staff survey and, where appropriate, developing responses to issues raised.

### TRENDS IN THE REPRESENTATION OF EEO GROUPS

EEO Group	% of total staff				
	Benchmark or Target	2012	2013	2014	2015
Women	50%	66.6%	64.9%	68%	66.2%
Aboriginal people or Torres Strait Islanders	2.6%	1.9%	2.4%	2.9%	2.4%
People whose first language was not English	19%	24.8%	24.1%	23.4%	23.2%
People with a disability	n/a	7.8%	6.7%	6.5%	6.3%
People with a disability requiring work-related adjustment	1.5%	2.2%	1.6%	0.3%	0.3%

## TRENDS IN THE DISTRIBUTION OF EEO GROUPS

EEO Group	% of total staff				
	Benchmark or Target	2012	2013	2014	2015
Women	100	107	99	102	101
Aboriginal people or Torres Strait Islanders	100	n/a	n/a	n/a	n/a
People whose first language was not English	100	90	90	90	91
People with a disability	100	85	86	87	89
People with a disability requiring work-related adjustment	100	n/a	n/a	n/a	n/a

### Notes:

- Staff numbers are as at 30 June and exclude casual staff.
- A Distribution Index of 100 indicates that the distribution of the EEO group across salary levels is equivalent to that of other staff. Values less than 100 mean that the EEO group tends to be more concentrated at lower salary levels than is the case for other staff. The more pronounced this tendency is, the lower the index will be. In some cases the index may be more than 100, indicating that the EEO group is less concentrated at lower salary levels.
- n/a indicates that percentage employment levels are reported but a benchmark level has not been set.
- The Distribution Index is not calculated where EEO group or non-EEO group numbers are less than 20.

## Staff

The Library's recruitment processes complied with the GSE Act before the implementation date of 24 February 2014. Our Executive structure was finalised in February 2015 prior to our Senior Executive implementation date of 30 June 2015. We have translated 100% of position descriptions to role descriptions, incorporating the Capability Framework.

During the reporting period, the Library was part of the Department of Trade and Investment, Regional Infrastructure and Services. The table below provides the number of employees, by occupational classification, who have provided services to the State Library during 2014–15, with comparison to each of the previous three years.

The Library implemented criminal records checks for all new employees. Employment checks include probity and educational checks where required and in accordance with requirements set out in Role Descriptions.

## OCCUPATION CLASSIFICATION (NON CASUAL) FOR 2011, 2012, 2013, 2014 AND 2015

	Average Annual				
	FTE	FTE	FTE	FTE	FTE
	2011	2012	2013	2014	2015
Managers	21.19	17.83	16.9	16.53	20.02
Professionals	149.79	159.14	153.72	140.70	134.85
Technicians and Trades Workers	87.83	85.35	77.29	62.42	54.70
Community and Personal Service Workers	21.65	20.73	18.59	11.03	6.19
Clerical and Administrative Workers	87.48	89.63	91.2	82.00	78.93
Sales Workers	1.29	2.53	2.85	3.38	3.53
Machinery Operators and Drivers					
Labourers	1.0	1.0	0	0.00	0.00
	370.23	376.21	360.55	316.06	298.23

### Notes:

- Average Annual FTE shows data averaged over the reporting year
- Data based on ANZSCO classification scheme

## Remuneration

All employees providing these services received a 2.5% increase in salaries, wages and allowances with effect from the first full pay period in July 2014. Senior Executive officers also received a 2.5% increase in their remuneration package with effect from 1 July 2014, subject to the achievement of the officer's performance goals detailed in their previous performance agreement; successful contribution to the achievement of NSW 2021 targets and the State Library's corporate objectives; and meeting State Library financial and efficiency targets, including contributing to sector reforms to realise savings. The percentage of total employee-related expenditure relating to Senior Executives in 2014–15 was 5.42%.

## NUMBER OF SENIOR EXECUTIVES

Band	As at 30 June 2014		As at 30 June 2015	
	Female	Male	Female	Male
Band 4 (Secretary)	0	0	0	0
Band 3 (Deputy Secretary)	0	1	0	1
Band 2 (Executive Director)	2	0	2	0
Band 1 (Director)	2	3	1	3
<b>Totals</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>4</b>
Band	Average remuneration		Average remuneration	
	Range \$	2014	Range \$	2015
Band 4 (Secretary)	422,501 – 488,100	0	430,451 – 497,300	
Band 3 (Deputy Secretary)	299,751 – 422,500	311,750	305,401 – 430,450	317,400
Band 2 (Executive Director)	238,301 – 299,750	238,301	242,801 – 305,400	248,361
Band 1 (Director)	167,100 – 238,300	179,953	170,250 – 242,800	205,518

## Staff accommodation

The new staff accommodation and amenities, built for Levels 1 and 3, provide contemporary design and aim to improve staff interactions and engagement across the Library.

## Organisational review program

We continued the orderly restructure and realignment of our activities and branches across the Library to realise the balance of the required savings targets, maximise the efficiency and effectiveness of operations across the organisation, capitalise on investments in technology, and position the Library to tackle future needs and challenges.

Through a structured review framework, reviews were completed for the Legal Information Access Centre (LIAC), Finance, Human Resources, Exhibitions, Facilities, Public Library Services and the Digital Experience Division which resulted in nine staff members (8.6 FTE) exiting the Library in the period July 2014 to June 2015.

## Industrial relations

The Library's Joint Consultative Committee comprises management and staff representatives from the Library as well as representatives from the Public Service Association. During the year, our Joint Consultative Committee met every two months to consult on a broad range of issues affecting staff including:

- the Organisational Review of functions and branches
- implementing Change Management Plans
- implementing the GSE Act
- the Senior Executive Implementation Plan
- salary savings targets
- accidents and incidents at the Library
- job evaluations and role grading
- Harassment and Bullying Contact Officers
- WHS Right of Entry policy and procedure
- the review of lockdown procedures
- the review of the performance development system
- staff accommodation and refurbishments
- the Incident Response Team
- SAP functionality.

## Work health and safety

The Library undertook a range of preventative actions, policies and programs to support our Work Health and Safety (WHS) management system with the aim of reducing incidents and achieving the early identification of potential injury/illness including the following:

- reviewing our WHS policy framework and developing new WHS policies which have been endorsed by the Executive Committee, including a WHS Policy Statement, Right of Entry Policy and Procedure and Consultation Policy
- introducing sit/stand workstations in refurbished areas of the Library to enhance the ergonomics of the Library
- completing 90% of action items arising from the WHS readiness audit conducted by our internal auditors, Deloitte, in 2013
- completing a further WHS audit in May 2015, resulting in two moderate actions and one low risk action, which will be resolved by December 2015
- training Executive Committee and Senior managers in their responsibilities under the *Work Health and Safety Act 2011*
- developing a WHS Consultation Structure for volunteers

- inducting all new staff and labour hire contractors with comprehensive information on WHS responsibilities, safety and emergency procedures
- reviewing 100% of accidents and incidents occurring during the year and, where required, investigating and implementing appropriate corrective actions
- continuing the Library's workplace inspection program across all designated areas
- undertaking regular workers compensation claims reviews with our insurer to track progress with claims and initiating necessary actions to support early return of injured staff to pre-injury duties
- providing an influenza vaccination program for staff
- continuing our Employee Assistance Program for staff and immediate family members to obtain free access to counselling
- providing a wide range of WHS operational advice in the form of policies, guidelines and hazard alerts.

The Work Health & Safety Committee met every six weeks to review and address health and safety issues. The committee provided input into the development of policies and safe working procedures and undertook regular workplace inspections in designated areas across the Library.

## Accidents and incidents

There was a reduction of accidents/incidents with 37 accidents/incidents reported in 2014-15 compared with 41 in 2013-14. Where appropriate, corrective action and preventative measures were implemented to address the identified underlying causes.

### TOTAL NUMBER OF ACCIDENTS/INCIDENTS REPORTED EACH YEAR

	2010-11	2011-12	2012-13	2013-14	2014-15
Number of accidents/incidents reported	72	65	58	41	37

## Injury management

The Senior WHS Consultant works closely with managers and supervisors to implement early treatment, ergonomic modifications and rehabilitation management of staff for both workers' compensation and non-work related injuries and illness.

## Workers compensation premium

Effective management of staff with a work related injury or illness is strongly promoted to achieve the best possible outcomes for staff and to minimise the impact on the Library's workers compensation premium. The Library's most recent premium for 2015-16 saw a decrease of 24% and overall the Treasury Managed Fund pool decrease was 4%. In 2014-15, eight workers compensation claims were lodged with the Library's insurer. Four claims resulted in lost time. Six claims were closed within the 2014-15 year.

### NUMBER OF CLAIMS

	2010-11	2011-12	2012-13	2013-14	2014-15
Total number of claims	26	21	12	5	8
Open claims at year end 2014-15	0	0	1	0	2

The Library has been effective in its approach to managing injury and illness, which is reflected in our claims management and significant decreases in our workers compensation premiums.

### AVERAGE COST PER CLAIM

	2010-11	2011-12	2012-13	2013-14	2014-15
Average cost per claim	\$4821	\$5578	\$13,970	\$1602	\$3183

#### Notes:

1. Average cost of claims for 2014-15 based on available cost data as at 30 June 2015.

In 2014-15, 30 cases of non-work related injury/illness were managed in the workplace with the assistance of a rehabilitation provider when specific medical conditions were identified.

## Prohibition and improvement notices

No prohibition or improvement notices were issued under the WHS Act or its Regulation during the year.

# Essential services

## Major works

Upgrade and refurbishment projects successfully completed included the following:

- refurbishing the Mitchell Library Reading Room and the Volunteers, Friends and Gallery rooms
- restoring the sandstone facade on the south-east corner of the Mitchell Library building as part of an ongoing heritage maintenance program
- constructing a new Framed Collection Store for the Library's collection of paintings
- refurbishing the Macquarie Street building office accommodation, including a staff amenity area
- constructing a new security control room to provide better security and monitoring for the Library's buildings and collection.

## Security

In December 2014 Wilson Security completed their first year as the contracted security provider to the Library. The Library has worked successfully to improve the retention of Wilson Security personnel. From early 2015, this has resulted in a stable and dedicated workforce and a more positive view of security across the organisation.

The new Security Office/Control Room/Mail Room began construction in June 2015. The relocation of the Security Office will allow for greater access control through the South Dock/Mitchell basement areas and an increased control of mail/parcel movement. Work has also commenced on a new after-hours staff entry/exit point at the entry to the Macquarie building ground floor, which will provide better security for staff through improved lighting and surveillance.

CCTV upgrades have been completed in the Friends Room, the new Gallery Room, the Mitchell ground floor corridor and the Dixson Room.

A number of new electronic key safes have been installed within the Library, providing increased security and audit ability for issuing keys in areas including Exhibitions, Information & Access and Security.

A renewed focus on the Library's Business Continuity Plan (BCP) has seen the development of a more streamlined, yet stronger Incident Response Team. It has also seen a far greater engagement of staff in the BCP process. Following the Martin Place siege in December 2014, the Library has strengthened relationships with other state-based cultural institutions and agencies including the NSW Police, through the Martin Place Precinct Security Group.

### SUMMARY OF PROJECTS COMPLETED

PROJECTS	PROTECT PEOPLE	PROTECT COLLECTION	ENVIRONMENT / HERITAGE	IMPROVE FUNCTIONALITY
Mitchell Library Reading Room, Volunteers, Friends and Gallery rooms refurbishment		✓	✓	✓
Refurbishment of Macquarie St building office accommodation				✓
Framed Picture Store relocation	✓	✓		✓
Stoneworks remediation, south-east facade	✓		✓	
Electrical distribution board replacements and upgrades	✓			
Security Room relocation	✓	✓		✓
LED lighting upgrade, Mitchell Library Reading Room			✓	
Preservation Freezer relocation		✓		
Mitchell Stack lighting upgrade	✓		✓	
Collection Compactus, Stack 2		✓		✓

## Maintenance

New contracts were procured by public tender for cleaning services, fire services maintenance and handyman services, which have resulted in cost savings and service improvements.

## Heritage

The Library understands its responsibility to care for and maintain its heritage assets to the highest standard possible, and is using the strategies set out in its Heritage Asset Management Strategy to guide all maintenance and conservation work. The heritage sandstone facade refurbishment and the Mitchell Library Reading Room and Gallery Room refurbishments are recent examples that demonstrate this commitment.

## Facilities for staff and clients

The Library provides a safe environment for its staff and clients. The fire services and emergency systems are routinely maintained, tested and certified. The Annual Fire Safety Statement certification process was completed in February 2015 and provided to the City of Sydney Council to confirm the operation of these essential services.

The Hazardous Materials Register was updated in September 2014 and any identified hazards continue to be managed in an appropriate way.

## Energy and sustainability

Electricity consumption has reduced by 11.6% from the previous year as a result of energy saving initiatives including:

- converting the Mitchell Library Reading Room lighting to energy efficient LED, reducing electricity consumption by over 50%
- commissioning a new airconditioning control system
- installing dimmable LED lighting with occupancy controls in staff areas on levels 1, 2 and 3 of the Macquarie Street building to reduce lighting electricity consumption by around 60%.

FUEL	CONSUMED (GJ)		CHANGE	ANNUAL COST (\$)		CHANGE	CO2 EMISSIONS (TONNES)		CHANGE
	2013-14	2014-15		2013-14	2014-15		2013-14	2014-15	
Electricity (black coal)	10,792	9,540	-12%	\$612,982	\$447,374	-27%	2,668	2,358	-12%
Electricity (green power)	689	609	-12%	\$39,126	\$28,556	-27%	0%	0%	0%
E-10	15	18	19%	\$515	\$622	21%	1	1	0%
TOTAL	11,496	10,166	-12%	\$652,623	\$476,553	-27%	2,669	2,359	-12%

### Notes:

1. During this period the Mitchell Library Reading Room commenced opening on Sundays and the temporary exhibition areas were expanded, which has increased energy consumption.
2. Reduction in the electricity costs are attributable to a reduction in energy rates following a contract change.

## Insurances

The Library's insurance activities are conducted through the NSW Treasury Managed Fund. Annual insurance premiums in 2014-15 were \$0.658 million compared to \$0.902 million in 2013-14.

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## Risk management

The Library operates in a mature risk management environment where risks are assessed and managed as part of the core business. Complying with the Internal Audit and Risk Management Policy for the NSW Public Sector TPP-09-05, the Library's Risk Management Framework comprises:

- an Audit and Risk Committee with independent Chair and Members appointed by the Library Council of NSW and registered with the NSW Government Prequalification scheme: Audit and Risk Committee Independent Chairs and Members
- formalised periodic Library-wide risk assessments and project risk management
- an outsourced internal audit function which ensures the currency of a Strategic Internal Audit Plan and regular internal audits
- overarching charters for the Audit and Risk Committee and the outsourced internal audit function with an Internal Audit manual
- formalised evaluation of the performance of the Audit and Risk Committee and its members
- a comprehensive suite of risk management policies and procedures.

The NSW Audit Office conducts an annual external audit of our financial performance as well as periodic compliance audits. The Library also complies with statutory reviews and audits conducted by NSW Treasury each year, including the *Public Authorities (Financial Arrangements) Act 1987*. This ensures that the internal controls are robust and that the Library complies with relevant Acts and Treasurer's directions.

Performance and compliance audits were carried out by Deloitte Touche Tohmatsu (Deloitte) on a variety of business processes and systems during the year. The objective of the audits was to evaluate the design and effectiveness of internal controls and make recommendations for improvement. A business risk assessment prepared by Deloitte in 2013 forms the basis of the Library's approach to managing risk exposures.

The following audits occurred as part of the 2014–15 Internal Audit Plan for the Library:

- Information Systems
- Effectiveness of Branch and Functional Reviews
- Work Health and Safety.

Scoping for the Physical Security of Collection Items internal audit commenced in May 2015, with fieldwork scheduled for July 2015. A Security Arrangements Review was also undertaken by Business Risks International in September 2014.

Assessments conducted this year did not materially impact on the Library's risk exposure. Recommendations made by Deloitte and Business Risks International form part of the Library's ongoing risk management activities and are monitored for implementation on a regular basis and reported to the Library's Audit and Risk Committee. The committee assists the Library to fulfil its responsibilities in relation to financial reporting, risk management, governance, compliance and the audit function.

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## Business continuity management

The Library has continued to develop a comprehensive Library-wide Business Continuity Management (BCM) plan which forms part of the overall Enterprise Risk Management and Governance Framework. By adopting BCM best practices, the Library is committed to ensure that business critical functions and services are not compromised by a major disruptive event.

The key priorities of the BCM Plan are:

- Safety and Welfare of People
- Preservation of Collections
- Continuity of Services
- Reputation and Compliance.

The BCM plan, including checklists and flowcharts, is hosted externally and is accessible to managers via their mobile devices, thus improving the Library's ability to communicate and manage potential disruptions. Training and simulation exercises were also conducted for key staff and managers.

During the year, the Library reviewed Library's BCM structure to make emergency response more streamlined. As a result, the Library implemented a single tier response structure, the Incident Response Team (IRT). It is the IRT's role to respond and activate, either partially or wholly, the BCM plan following a disruptive event. Each IRT member has the responsibility to manage any incident which may impact on the delivery of services and strategic goals of the Library. The IRT structure has been approved by the Executive and the Audit and Risk Committee and endorsed by the Library Council of NSW.

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# Digital Information Security Annual Attestation Statement

## for the 2014-2015 Financial Year for the Library Council of New South Wales

Information Security is important to all entities of the State Library of New South Wales including the Library Council of New South Wales (parent entity), the State Library of New South Wales Foundation (controlled entity) and the Library Council of New South Wales Staff Agency (controlled entity) and a risk-based approach is taken with regards to the implementation of security control.

I, Alex Byrne, am of the opinion that the Library Council of New South Wales had an Information Security Management System in place during the 2014-2015 financial year that is consistent with the Core Requirements set out in the *NSW Government Digital Information Security Policy*.

The controls in place to mitigate identified risks to the digital information and digital information systems of the State Library of New South Wales are adequate.

There is no agency under the control of the Library Council of New South Wales which is required to develop an independent ISMS in accordance with the *NSW Government Digital Information Security Policy*.

I, Alex Byrne, am of the opinion that the risk profile in accordance with the *NSW Government Digital Information Security Policy*, does not warrant certified compliance with *AS/NZS ISO/IEC 27001 Information Security – Security Techniques – Information security management systems – Requirements*.



Dr Alex Byrne  
NSW State Librarian & Chief Executive and  
Secretary to the Library Council of New South Wales

Dated: 21/9/2015

# Internal Audit & Risk Management Statement

## for the 2014–15 Financial Year for the Library Council of New South Wales

The Library Council of New South Wales is of the opinion that the internal audit and risk management processes in operation are, excluding the exceptions described below, compliant with the core requirements set out in Treasury Circular NSW TC 09/08 *Internal Audit and Risk Management Policy*.

The internal audit and risk management processes for the Library Council of NSW depart from the following core requirements set out in Treasury Circular NSW TC 09/08 and that (a) the circumstances giving rise to these departures have been determined by the Portfolio Minister and (b) the Library Council of NSW has implemented the following practicable alternative measures that will achieve a level of assurance equivalent to the requirement:

Ministerially Determined Departure	Reason for Departure and Description of Practicable Alternative Measures Implemented
<ul style="list-style-type: none"> <li>Core Requirement 3 of TPP09-05 regarding the Prequalification scheme: Audit and Risk Committee Independent Chairs and Members</li> </ul>	<ul style="list-style-type: none"> <li>An Audit and Risk Committee has been established, with independent Chair and Members appointed by the Library Council of New South Wales.</li> <li>None of the Committee members have a conflict of interest nor are they an employee of the NSW Public Sector.</li> <li>The Library Council of NSW is satisfied that the members collectively possess the skills and knowledge to effectively carry out the functions of the Committee.</li> <li>As at 30 June 2015, all members of the Audit and Risk Committee are registered with the Prequalification scheme: Audit and Risk Committee Independent Chairs and Members.</li> </ul>

These processes, including the practicable alternative measures implemented, provide a level of assurance that enables the senior management of the Library Council of NSW to understand, manage and satisfactorily control risk exposures.

The Library Council of New South Wales is of the opinion that the Audit and Risk Committee is constituted and operates in accordance with the independence and governance requirements of Treasury Circular NSW TC 09/08. The Chair and Members of the Audit and Risk committee are:

- Independent Chair – Victoria Weekes (term: 24 February 2014 – 24 February 2018)
- Independent Member - Robert Thomas AM (term: 1 January 2015 – 20 February 2017)
- Independent Member – Peter Shergold AC (term: 15 June 2015 – 15 June 2018).

The Library Council of New South Wales declares that this Internal Audit and Risk Management Statement is made on behalf of the Library Council of New South Wales (parent entity), the State Library of New South Wales Foundation (controlled entity) and the Library Council of New South Wales Staff Agency (controlled entity), which combined constitute the Library Council of New South Wales.

As required by the policy, the Library Council of New South Wales has submitted an Attestation Statement outlining compliance with exceptions with the policy to the Treasury on behalf of the Treasurer.

In accordance with a resolution of the Library Council of New South Wales



Andrew Tink AM  
President Library Council of New South Wales

Date: 18/8/15.

# Publications and information

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## Selected publications

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### REPORTS

*Foundation Annual Report 2013–14*

*Public Library Statistics 2012-13*

*Public Library Statistics 2013-14*

*Library Council of NSW Annual Report 2013–14*

*Building on the Bookends Scenarios: Innovation for*

*NSW Public Libraries 2014 to 2030*

*A World Leading Library 2014*

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### GALLERY GUIDES

*Life Interrupted: Personal Diaries from World War I*

*Pulp Confidential*

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### HOT TOPICS: LEGAL ISSUES IN PLAIN LANGUAGE

See our website for a complete list

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### RESEARCH GUIDES

See our website for a complete list

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### MAGAZINES AND NEWSLETTERS

*SL magazine* (four issues)

*Public Library News* (three issues)

*Volunteers' Voices* (one issue)

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## Government information (public access)

Annual reporting requirements under section 125 of the *Government Information (Public Access) Act 2009* (GIPA Act)

As a NSW Government agency, the State Library is required to comply with the GIPA Act. The State Library is committed to openness and transparency in carrying out its functions, providing a significant amount of information about our operations, services, functions, activities and policies to the community via our website.

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### REVIEW OF PROACTIVE RELEASE PROGRAM

Under section 7(1) of the GIPA Act, the State Library is authorised to proactively release any government information that it holds, so long as there is no overriding public interest against disclosure.

As part of our proactive release program, we review our information as it is produced and make it available online where appropriate and as soon as practicable. During the reporting period, a range of administrative procedures, program and project information was released proactively online, in addition to information already available on our website.

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### NUMBER OF ACCESS APPLICATIONS RECEIVED

The Library received no formal access applications in 2014–15.

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### NUMBER OF REFUSED ACCESS APPLICATIONS FOR SCHEDULE 1 INFORMATION

Not applicable during the reporting period.

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### STATISTICAL INFORMATION ABOUT ACCESS APPLICATIONS

The following statistical tables are provided in accordance with Schedule 2 of the *Government Information (Public Access) Regulation 2009* issued under the GIPA Act.

**Table A: Number of applications by type of applicant and outcome\***

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	0	0	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	0	0	0	0	0	0	0	0
Members of the public (other)	0	0	0	0	0	0	0	0

\* More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

**Table B: Number of applications by type of application and outcome**

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Personal information applications*	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	0	0	0	0	0	0	0	0
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0

\* A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

**Table C: Invalid applications**

Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

**Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act**

	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

\* More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

**Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act**

	Number of occasions when application not successful
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

**Table F: Timeliness**

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	0
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
<b>Total</b>	<b>0</b>

**Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)**

	Decision varied	Decision upheld	Total
Internal review	0	0	0
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by ADT	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* The Information Commissioner does not have the authority to vary decisions, but can make recommendation to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

**Table H: Applications for review under Part 5 of the Act (by type of applicant)**

	Number of applications for review
Applications by access applicants	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

#### WHERE TO FIND MORE INFORMATION

Information on the various means of accessing State Library corporate information under the GIPA Act can be found on our website at <[www.sl.nsw.gov.au/about/rti/index.html](http://www.sl.nsw.gov.au/about/rti/index.html)>.

Informal requests, formal applications or questions on the operation of the GIPA Act at the Library are to be directed to:

Right to Information Officer  
 State Library of New South Wales  
 Macquarie Street  
 Sydney NSW 2000  
 Telephone: (02) 9273 1796 or (02) 9273 1433  
 Fax: (02) 9273 1268  
 Email: [rti.library@sl.nsw.gov.au](mailto:rti.library@sl.nsw.gov.au)

Please note that a valid access application cannot be made for information that is contained in a record that forms part of the State Library's collections, as defined in Schedule 4 (clause 13) of the GIPA Act.

## Privacy management plan

The *Annual Reports (Statutory Bodies) Act 1984* (clause 10) requires a statement of action taken by the Library in complying with the requirements of the *Privacy and Personal Information Protection Act 1998* (the PPIP Act), and statistical details of any review conducted by, or on behalf of, the Library under Part 5 of the PPIP Act.

The Library supports the objectives of the privacy laws and is committed to the ongoing protection of personal information through our normal protocols, privacy management program, compliance strategies, policies and procedures.

The Library's Privacy Management Plan outlines how the Library complies with the PPIP Act and the *Health Records and Information Privacy Act 2002* (HRIP Act).

Mechanisms are in place to make staff aware of their privacy obligations under the PPIP and HRIP Acts. On joining the Library, new staff and contractors are briefed on their obligations in complying with the privacy principles. In addition, timely advice was provided to staff on privacy matters affecting staff and clients; and a number of Library policies were updated to incorporate privacy requirements.

The Privacy Management Plan and related privacy information, web privacy statement and forms are available on the Library's website at <[www.sl.nsw.gov.au/about/privacy/index.html](http://www.sl.nsw.gov.au/about/privacy/index.html)>. Requests for access to personal information held by the State Library may be made by contacting:

Privacy Contact Officer  
 State Library of NSW  
 Macquarie Street  
 Sydney NSW 2000  
 Tel: (02) 9273 1796 or (02) 9273 1433  
 Fax: (02) 9273 1268  
 Email: [privacy.library@sl.nsw.gov.au](mailto:privacy.library@sl.nsw.gov.au)

#### STATISTICAL DETAILS ON ANY REVIEW CONDUCTED UNDER PART 5 OF THE PPIP ACT

A person aggrieved by the conduct of the Library is entitled to seek an 'internal review' if they believe the Library has breached its privacy obligations. No internal reviews were conducted under Part 5 of the PPIP Act by or on behalf of the State Library during the reporting period.

# Multicultural service delivery

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## Public interest disclosures

The Library is required to prepare an annual report on obligations under the *Public Interest Disclosures Act 1994* (PID Act).

The Library has a strong commitment to ethical conduct as a core value together with integrity, honesty, fairness and impartiality in all operational activities and is committed to protecting public officials who make disclosures about wrongdoing in the public sector.

In 2014–15, the Library applied the Department of Trade and Investment's *Internal Reporting – Public Interest Disclosure Policy and Procedures*, with the State Librarian & Chief Executive listed as a PID Receiver. As an executive agency, the Library must have its own PID policy and procedures including roles and responsibilities, and this is currently being developed. The Library's PID policy will incorporate changes to our Code of Conduct, which is being revised in line with the new *Code of Ethics and Conduct for NSW Government Sector Employees*.

The following actions have been taken to ensure that staff are aware of the policy and protections available:

- the Fraud and Corruption Prevention Policy and Whistleblower Procedures are included in our induction program and Code of Conduct training
- there are links on the staff intranet to the Department's PID policy and procedures and the Library's Whistleblower Protection Procedures and Fraud and Corruption Prevention Policy
- the State Librarian & Chief Executive emailed all staff about complying with the Library's Gifts and Benefit Policy, and about the new Ethical Framework for the government sector and staff responsibilities to behave ethically and act lawfully.

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### STATISTICAL INFORMATION ON PIDS

No public interest disclosures (PIDs) by public officials were made directly to the State Library's PID receiver, no PIDs were received and no PIDs were finalised by the State Library in the reporting period.

The Cultural Diversity Strategy 2012–15 was approved by Executive and Library Council to formally document the Library's work in this area. Annual action plans have been developed to implement the strategy and meet reporting requirements.

Our priority areas are:

- organisational capacity building
- culturally responsive services
- communication
- partnerships.

Each priority area outlines objectives, strategies, performance indicators and responsibility. The priority areas also align with the Multicultural NSW Multicultural Policies and Services Plan's (MPSP) seven broad outcomes.

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## Achievements against key performance indicators and the results of evaluations

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### ORGANISATIONAL CAPACITY BUILDING

Highlights in this area include completing a Cultural Competence Audit and creating a new training course in Applying Intercultural Communication.

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### CULTURALLY RESPONSIVE SERVICES

Achievements against key performance indicators in this area:

- eight bilingual dictionaries and IELTS General and Academic were made available online
- collections acquired include oral histories alongside photographer Louise Whelan's series on the CALD communities of Sydney and regions, oral histories documenting Islamic communities in Sydney, and photographic collections including John Imming's *Australians All*
- 102,447 loans of community language items, a 1.3% increase on the previous year
- the exhibition *Shopkeepers of Newtown: Photographs by Nic Bezzina* included significant representation from CALD communities

- the exhibition *World Press Photo 2015* included the World Press photo of the year by US photographer John Stanmayer showing African migrants on the shore of Djibouti city at night, raising their phones in an attempt to capture an inexpensive signal from neighbouring Somalia – a tenuous link to relatives abroad.

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#### COMMUNICATION

In this area, CALD communications have been incorporated into existing media strategies and activities so that all State Library media releases were also sent to ethnic media and Multicultural NSW's EmailLink.

Promotional tools developed include:

- welcome signage in 50 languages in key public areas
- the Library is in the process of translating our visitors' guide into five community languages
- free History and Heritage tours of the Library were conducted in six community languages – Arabic, Hindi, Punjabi, Urdu, Mandarin and Spanish.

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#### PARTNERSHIPS

The fourth strategic priority area seeks to improve the cultural responsiveness of the Library and its programs through partnerships and collaboration with CALD communities. A key attainment in this area was Library Council's endorsement of the establishment of the CALD Advisory Board.

Partnerships included:

- working with the Lemnos Society in developing the *Lemnos 1915: Then and Now* exhibition
- as part of Multicultural March 2015, working in partnership with the Romanian writers of Sydney and the Bangladeshi community, attracting 250 people to these events.

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## Pathways between government agencies

The State Library offers four key services to NSW public libraries to support service delivery to multicultural communities across NSW:

- The Multicultural Collection is available for public libraries to lend to their clients. The collection has over 65,000 items in 43 languages including an ESL collection to support English independent learning. Over 100,000 loans were made to NSW public libraries from this collection in 2014–15.
- The Multicultural Purchasing Cooperative provides an efficient and effective way for public libraries to purchase materials in languages other than English. The Library also provides specialist advice and leadership for public libraries in developing their multicultural collections and services. In 2014–15 public libraries purchased more than 26,000 items in 46 languages through the Cooperative.
- The Library funded the NSW public library network's development of the 'Chinese Online' project. This project provides online access to health resources and other relevant information from both government and non-government organisations in Chinese.
- Tech Savvy Seniors is a partnership with Telstra and the Department of Family and Community Services. In 2015 the Library coordinated Tech Savvy Seniors training in community languages at the Library and through 13 NSW public libraries in six languages to 841 participants.

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## Services for humanitarian entrants

A panel discussion, 'Multiculturalism: What are we afraid of?', was held on 9 March 2015 with speakers Julian Burnside AO, QC; Phil Glendenning, Director of the Edmund Rice Centre and a board member of the Refugee Council of Australia and ANTaR; actor Jack Thompson; and Louise Whelan, photographer and curator of the exhibition *Home: Photographs of Ethnic Communities*.

The Library provides a free English as a Second Language (ESL) collection to the NSW community to support independent learning.



# Public library network

# Legislation

Across NSW there are 367 public library buildings, with a further 67 satellite locations, and 22 mobile libraries that provide services to around 500 smaller and isolated communities. The Library works with local libraries to develop quality library services, build skills and expertise in the library workforce and ensure library buildings, technology and facilities meet the needs of diverse communities across NSW. This is undertaken by administering the annual public library grants and subsidies program and by supporting and advising public libraries on innovative service developments and provision. The Library directly supports Library Council's Objects and Duties under the *Library Act 1939* with regard to public libraries.

## **OBJECTS (LIBRARY ACT 1939 S4A)**

The objects of the Council are:

- (a) to promote, provide and maintain library services and information services for the people of New South Wales through the State Library and through cooperation with local libraries
- (b) to advise the Minister and local authorities on matters of policy and administration relating to library services and information services that are or may be provided through local libraries
- (c) to advise the Minister on the provision of assistance to local libraries.

## **DUTIES (LIBRARY ACT 1939 S5)**

It shall be the duty of the Council:

- (a) to make or cause to be made careful inquiry into the administration and management of every local library which is provided, controlled and managed by a local authority which has adopted this Act
- (b) to cause every local library which is provided, controlled and managed by a local authority which has adopted this Act, to be inspected from time to time
- (c) to report to the Minister as to the sums required to be provided in each year to meet the cost of subsidies payable under this Act.

## **PUBLIC LIBRARY USE**

The key indicators of public library use show that public libraries are highly valued by their communities. Internet use and online services have experienced extremely high growth over a short period of time and 2014 figures show:

- 35 million visits to NSW public libraries
- 45 million loans
- three million library members
- more than 67,000 public programs and events, attended by more than 1.5 million people
- more than 10 million website visits
- 7.8 million internet sessions used onsite, including WiFi.

The number of internet sessions used by the public within local libraries has doubled in just four years. A key factor in this growth is the roll-out of 126 WiFi hotspots by the State Library since 2011–12 through the Revitalising Regional Libraries initiative.

# Support from the State Library

The Library's leadership and support services have assisted NSW public libraries to position themselves for this growth in demand. In 2014–15 the Library assisted local government to promote, provide and maintain public libraries through providing:

- \$27.518 million in grants and subsidies
- consultancy and advisory services
- collection and service support including multicultural collection development, and bulk loans of multicultural collections and alternate formats such as talking books
- management of statewide projects
- professional development programs.

This year staff made 101 visits to libraries across regional, rural and metropolitan NSW to provide consultancy, advice, needs assessments and to represent the Library at stakeholder association meetings and community events. The Library Council visited five public libraries (Sutherland, City of Sydney, Bankstown, Wingecarribee and Riverina), and the Public Libraries Consultative Committee held two offsite meetings (Pittwater and Shellharbour), enabling members to see a range of libraries at work, and to meet senior local council and public library staff.

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## 75th anniversary of the Library Act

The 75th anniversary of the passing of the *Library Act 1939* provided a valuable opportunity for the Library and NSW local libraries to reflect on the development of public libraries across NSW. The Library Act encouraged local councils to open and operate public libraries through the incentive of state subsidies, forging a link between the Library and local libraries that has endured and flourished. In 1939 only Broken Hill City Council and the City of Sydney operated free public libraries. Today all NSW councils have adopted the Act and library services are available to all residents.

NSW public libraries were engaged in celebrations including social media activities, oral histories, digitisation of documents and images, and exploring future scenarios for public libraries through the *Building on the Bookends* project. The *Bookends*

*Scenarios* report, developed by the Library and Neville Freeman and Associates in 2009, developed alternate library futures to the year 2030. In 2014, the 'predictions' from 2009 were reviewed in light of developments over the five years, and 75 strategies were developed to assist the public library network to remain well-positioned into the future.

The Library hosted the 11th Australian Library History Forum, 'Libraries for the People' which highlighted the significance of the NSW Library Act and the growth of public libraries across NSW and Australia as a result of the Act. The forum was attended by 80 delegates.

On 3 November 56 public libraries hosted celebratory events, attended by over 2000 people. Activities coordinated by the Library enabled public libraries to tell their own stories and promote their own library service within the context of the statewide celebration.

A joint State Library/public library card, enabling users to access both State Library and local library online resources, was launched at the Library by the Hon. Geoff Provest MP, Parliamentary Secretary to the Deputy Premier, on 17 November 2014.

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## Professional development

The Library's professional development program for NSW public library staff delivered a range of training and seminars over 2014–15. The Library worked with TAFE NSW to deliver a course tailored for public library staff in maintaining digital repositories for local history collections. The fully subsidised course was made available to staff members from each NSW public library service. Staff from 70 libraries were trained between August and December 2014.

The Library hosted 18 seminars and events for staff across the public library network with more than 1010 participants. The program included international speakers Pilar Martinez from Edmonton Public Library, Canada, Corinne Hill from Chattanooga Public Library and Jan Holmquist from Guldborgsund Public Library, Denmark, and many local as well as several overseas presenters were showcased via videoconferencing. The Rewarding Reading training for library staff was delivered in Bourke, Deniliquin, Dubbo and Moree.

The Taking the Lead development program, facilitated by Annie Talve for emerging leaders across the NSW public library network, ran from July to October 2014. The 24 participants, nominated by public library managers, worked together with Library mentors on projects identified as reflecting current public library issues. The solutions were presented at a seminar on 8 October attended by 56 senior public library staff.

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## Cooperative and multicultural services

The Library manages cooperative purchasing of library materials in community languages for NSW public libraries. In the past year the Multicultural Purchasing Cooperative purchased 26,026 and catalogued 15,992 foreign titles on behalf of NSW public libraries. An additional 4856 items were purchased for the Library's community language collection. The Chinese Online project improved catalogue access to 440 government and selected health and life skills websites in Chinese.

In a partnership between the Department for Families and Community Services, Telstra and the Library, 13 public libraries delivered mobile and internet skills training for seniors in Arabic, Cantonese, Mandarin, Dari, Hindi and Vietnamese languages to 841 participants. A total of 124,051 items were supplied to NSW public libraries through the bulk loans service, an increase of 6972 from 2013–14.

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## Research and development

A steering committee comprising Library and public library representatives, which provides advice on the Public Library Network Research Program, progressed three major projects in 2014–15.

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### **EARLY LITERACY FRAMEWORK RESEARCH**

This project is examining best practice in assisting early literacy development for 0-5 year olds and relating this to programs and services offered in NSW public libraries. The Macquarie University Institute of Early Childhood has been engaged to assist with the project. The fieldwork phase will continue over 2015, with the researchers visiting over 20 NSW public libraries to observe programming for under-5s. The final report will identify the elements of public library programming that are most likely to aid the development of early literacy, and will provide guidance on implementation.

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### **REGIONAL LIBRARY MODELS RESEARCH**

At least 68 NSW councils manage their public libraries regionally in cooperation with other councils. This project will research the models in place as well as other models used. The Library is examining a tiered approach to public library cooperation with specification of local, regional and statewide services. The University of Technology Sydney Centre for Local Government has been engaged to assist with this project. A survey undertaken in 2014 included detailed analysis of library agreements that were shared with the Library by local councils. Case studies were developed from interviews with selected council and library staff in 2015, and the final report will include guidance for councils in regional model implementation.

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#### **MOBILE LIBRARIES AND OUTREACH MODELS RESEARCH**

This study examined the types of mobile and outreach library service models used in NSW to develop good practice guidelines for endorsement by the Library Council of NSW, for incorporation in the Library's Standards and Guidelines for NSW Public Libraries. The fieldwork phase, undertaken during 2014 by Roger Henshaw and Associates on behalf of the Library, included surveys, site visits and case studies.

There were also three smaller research projects, which sought information from NSW public libraries on current and best practice for managing community information, readers' advisory services and the provision of ebooks to library users. Advice on best practice in these areas was published on the Library's website.

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## Grants

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#### **REVITALISING REGIONAL LIBRARIES**

This was the final year of this four-year initiative which provided an additional \$1m per annum in support of rural and regional public libraries. Over the period, all 111 councils outside the Sydney metropolitan area received a grant of \$16,000 towards library improvements, informed by a needs assessment conducted by the Library. A total of 28 councils received grants under the program this year. Under the Revitalising program the Library rolled out 126 WiFi hotspots to rural and regional public libraries.

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#### **PUBLIC LIBRARY INFRASTRUCTURE GRANTS**

This was the first year of the Public Library Infrastructure Grants program which will deliver \$15m in support of public library buildings and information technology systems over the four years to 2017–18.

For the 2014–15 round:

- 60 applications were received from councils, requesting a total of \$6,969,971 in funds
- 19 applications were from metropolitan Sydney and 41 were from regional and rural councils
- 24 projects were funded, or 40% of the total applications received
- there were 11 significant projects (over \$150,000).

These projects will be jointly financed with councils which will contribute a further \$9,897,000.

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## NSW.net

The Library's NSW.net service supports NSW local government, public libraries and their communities with internet services, access to eresources and an opt-in consortia of eresource products, ebooks, e-audio, discovery tools and catalogue enhancement modules.

Three hundred and six public libraries used internet services provided by NSW.net last year, and 62 new and upgraded services were installed. New libraries using these services include Parramatta, Lockhart, Urana, South Tamworth, Kootingal, Barraba and Manilla.

The Library develops and delivers learning programs for public library staff so they can maximise use of the statewide eresources. Nineteen sessions of the eLending Kit learning program were delivered to 119 public library staff.

The Digital Engagement & User Experience seminar, attended by 130 staff from NSW public libraries, was held at the Library in February. The seminar examined how public libraries can strategically design and implement successful and sustainable digital engagement strategies.

# Grants & subsidies

## Public library funding strategy 2014–15

The NSW Government provided \$27,518,000 in 2014–15 to assist local authorities to provide public library services. The funds were managed and allocated by the Library in accordance with the *Library Act 1939*, the Library Regulation 2010 and the Public Library Funding Strategy as approved by the Minister for the Arts, as follows.

	Component	Amount
1	<b>Subsidy – \$1.85 per capita, as prescribed by the Library Regulation 2010</b> Total residents served are 7,407,208	\$13,703,335
2	<b>Disability &amp; Geographic Adjustment</b> Councils allocate at least 30% of this payment to local priority projects in the areas of buildings, collections, technology, promotion and research.	\$6,591,610
3	<b>NSW.net</b> Subsidises internet infrastructure, connectivity and content for NSW public libraries.	\$1,940,000
4	<b>Outback Letterbox Library</b> The Outback Letterbox Library service is operated by Broken Hill City Council on behalf of residents of the Unincorporated Area of NSW and Central Darling Shire.	\$100,000
5	<b>Strategic Network Projects</b> Projects that support the development of the NSW Public Library Network, including cooperative services, LIAC Find legal answers services to public libraries, professional development, research, statistical collection and dissemination, travel subsidies, sector wide communication and programs.	\$485,955
6	<b>State Library services to public libraries</b> Funding to support the delivery of services from the Library to public libraries, including salary offsets, travel, telecommunications and facilitation of the Strategic Network Projects above.	\$697,100
7	<b>Public Library Infrastructure Grant Fund</b> Year 1 of a four-year program.	\$3,000,000*
8	<b>Revitalising Regional Libraries</b> (Final year of a four-year program) Includes \$500,000 to provide WiFi hotspots in country public libraries, and \$500,000 for a small grant program for country public libraries.	\$1,000,000
	<b>Total Public Library Grants and Subsidies</b>	<b>\$27,518,000</b>

\* Note the Minister approved grants totalling \$2,870,000 for 2014–15, and instructed that the remaining \$130,000 is carried over to the 2015–16 grants program.

## STATE FUNDING FOR PUBLIC LIBRARIES AND LOCAL GOVERNMENT VOTED EXPENDITURE

Council	Population 2013	State funding subsidy & disability/ geographic adjustment 2014/15 \$	Total local government expenditure voted July 2014 to June 2015 \$	Notes	per head \$
Albury	50,243	133,702	2,858,144		56.89
Armidale Dumaresq	25,343	85,386	1,448,987		57.18
Ashfield	44,175	117,055	2,286,919		51.77
Auburn	83,367	218,501	3,750,050		44.98
Ballina	41,335	111,337	1,638,200		39.63
Balranald	2,371	19,093	64,500		27.20
Bankstown	196,974	484,178	9,348,584		47.46
Bathurst	41,051	122,743	1,517,463		36.97
Bega Valley	33,313	103,641	1,375,252		41.28
Bellingen	12,854	48,726	630,174		49.03
Berrigan	8,365	38,156	535,160		63.98
Blacktown	325,185	808,400	9,431,821		29.00
Bland **	6,010	31,514	362,773		60.36
Blayney	7,330	32,761	184,026		25.11
Blue Mountains	79,225	204,459	2,518,904		31.79
Bogan	3,037	22,295	196,807		64.80
Bombala	2,401	19,742	92,860		38.68
Boorowa	2,558	20,789	80,968		31.65
Botany Bay	43,292	115,670	1,661,500		38.38
Bourke	2,996	21,837	251,378		83.90
Brewarrina	1,940	19,931	65,501		33.76
Broken Hill	19,048	65,209	613,893		32.23
Burwood	35,298	97,676	2,086,735		59.12
Byron	31,612	89,057	1,364,400		43.16
Cabonne	13,695	48,946	273,259		19.95
Camden	63,248	167,338	2,632,100		41.62
Campbelltown	154,538	380,367	4,373,566		28.30
Canada Bay	84,906	231,632	3,625,693		42.70
Canterbury	148,853	371,793	4,083,010		27.43
Carrathool	2,792	21,049	345,384		123.70
Cessnock	54,313	145,301	1,357,375		24.99
Clarence Valley	51,043	198,449	1,086,993		21.30
Cobar	5,024	31,370	322,000		64.09
Coffs Harbour	71,798	182,997	1,947,916		27.13
Conargo	1,543	27,101	66,720		43.24
Coolamon	4,276	25,012	156,883		36.69

**STATE FUNDING FOR PUBLIC LIBRARIES AND  
LOCAL GOVERNMENT VOTED EXPENDITURE (CONTINUED)**

Council	Population 2013	State funding subsidy & disability/ geographic adjustment 2014/15	Total local government expenditure voted July 2014 to June 2015	Notes	per head
		\$	\$		\$
Cooma-Monaro	10,073	40,890	292,473		29.04
Coonamble	4,279	25,364	219,545		51.31
Cootamundra	7,625	33,703	441,965		57.96
Corowa	11,410	47,817	497,554		43.61
Cowra	12,551	44,622	372,545		29.68
Deniliquin	7,376	33,381	551,640		74.79
Dubbo	40,975	110,708	1,815,118		44.30
Dungog	8,884	36,207	202,700		22.82
Eurobodalla	37,234	111,508	1,790,933		48.10
Fairfield	201,427	501,001	8,723,620		43.31
Forbes	9,664	38,249	377,610		39.07
Gilgandra	4,488	24,268	306,935		68.39
Glen Innes Severn	8,905	51,496	725,626		81.49
Gloucester	4,974	27,033	185,568		37.31
Gosford	170,752	423,933	4,909,788		28.75
Goulburn Mulwaree	29,230	92,732	1,255,404		42.95
Great Lakes*	36,312	109,582	2,124,911	**	58.52
Greater Hume	10,176	58,844	480,920		47.26
Greater Taree	48,846	129,881	2,663,604		54.53
Griffith	25,425	79,227	901,406		35.45
Gundagai	3,747	23,263	183,143		48.88
Gunnedah	12,688	46,269	320,773		25.28
Guyra	4,645	26,088	167,955		36.16
Gwydir	5,104	41,721	212,639		41.66
Harden	3,762	23,579	173,649		46.16
Hawkesbury	65,114	172,865	2,896,457		44.48
Hay	2,962	21,270	250,993		84.74
Hills, The	183,563	450,337	6,930,188		37.75
Holroyd	108,889	271,593	3,900,320		35.82
Hornsby	166,855	409,792	7,560,497		45.31
Hunters Hill	14,491	46,958	583,000		40.23
Hurstville	84,859	212,953	5,428,161		63.97
Inverell	16,727	57,080	1,087,789		65.03
Jerilderie	1,504	14,921	158,019		105.07
Junee	6,227	29,503	348,978		56.04

\*\* Includes \$509,000 for new library facility

Council	Population 2013	State funding subsidy & disability/ geographic adjustment 2014/15	Total local government expenditure voted July 2014 to June 2015	Notes	per head
		\$	\$		\$
Kempsey	29,361	85,188	822,165		28.00
Kiama	21,047	62,855	1,225,871		58.24
Kogarah	60,411	154,549	2,958,674		48.98
Ku-ring-gai	119,027	294,685	4,642,800		39.01
Kyogle	9,538	37,609	396,465		41.57
Lachlan	6,748	34,882	262,720		38.93
Lake Macquarie	200,796	494,837	10,589,582		52.74
Lane Cove	33,996	90,836	3,407,338		100.23
Leeton	11,539	45,302	524,415		45.45
Leichhardt	57,266	146,184	2,680,067		46.80
Lismore	44,637	116,024	1,656,800		37.12
Lithgow	21,118	64,326	1,743,126		82.54
Liverpool	195,355	496,961	7,979,045		40.84
Liverpool Plains	7,763	38,288	367,310		47.32
Lockhart	3,021	19,454	101,549		33.61
Maitland	73,447	189,358	3,515,443		47.86
Manly	44,232	115,116	2,023,897		45.76
Marrickville	82,523	206,944	3,505,705		42.48
Mid-Western	23,843	90,511	1,062,077		44.54
Moree Plains	14,250	54,478	455,365		31.96
Mosman	29,983	81,887	2,398,350		79.99
Murray	7,418	37,538	183,795		24.78
Murrumbidgee	2,503	20,121	47,660		19.04
Muswellbrook	16,851	57,186	442,149		26.24
Nambucca	19,529	62,940	543,200		27.82
Narrabri	13,685	49,976	591,608		43.23
Narrandera	6,030	28,773	383,365		63.58
Narromine	6,872	30,689	549,422		79.95
Newcastle	158,553	389,697	9,598,988		60.54
North Sydney	69,248	175,232	3,673,002		53.04
Oberon	5,270	26,742	184,004		34.92
Orange	40,869	109,155	1,845,693		45.16
Palerang	15,306	68,926	313,438		20.48
Parke	15,087	52,149	993,060		65.82
Parramatta	184,622	454,284	8,647,156		46.84

**STATE FUNDING FOR PUBLIC LIBRARIES AND  
LOCAL GOVERNMENT VOTED EXPENDITURE (CONTINUED)**

Council	Population 2013	State funding subsidy & disability/ geographic adjustment 2014/15 \$	Total local government expenditure voted July 2014 to June 2015 \$	Notes	per head \$
Penrith	190,428	467,902	7,238,586		38.01
Pittwater	62,070	157,691	3,869,045		62.33
Port Macquarie- Hastings	76,563	196,124	2,824,691		36.89
Port Stephens	68,935	185,429	1,871,847		27.15
Queanbeyan	40,568	112,035	1,556,868		38.38
Randwick	142,310	351,097	8,997,520		63.22
Richmond Valley	22,749	85,665	674,756		29.66
Rockdale	106,712	265,811	3,485,808		32.67
Ryde	112,545	279,506	5,069,451		45.04
Shellharbour	67,797	172,713	2,017,815		29.76
Shoalhaven	97,694	261,765	2,875,578		29.43
Singleton	23,751	71,198	1,993,500		83.93
Snowy River	8,087	39,595	176,510		21.83
Strathfield	38,358	106,514	1,268,600		33.07
Sutherland	223,192	544,821	6,759,500		30.29
Sydney	191,918	482,194	10,214,716		53.22
Tamworth	59,743	208,478	2,473,173		41.40
Temora	5,995	28,787	307,681		51.32
Tenterfield	6,973	34,508	358,396		51.40
Tumbarumba	3,521	23,141	205,687		58.42
Tumut	11,316	42,258	332,935		29.42
Tweed	90,114	244,553	2,868,551		31.83
Upper Hunter	14,650	75,725	509,370		34.77
Upper Lachlan	7,586	44,348	372,709		49.13
Uralla	6,370	29,730	229,921		36.09
Urana	1,157	14,099	48,401		41.83
Wagga Wagga	62,149	158,770	1,766,931		28.43
Wakool	3,979	25,346	216,800		54.49
Walcha	3,087	20,964	119,000		38.55
Walgett	6,785	35,151	306,230		45.13
Warren	2,910	20,447	271,322		93.24
Warringah	152,636	375,428	6,640,226		43.50
Warrumbungle	9,778	54,095	552,994		56.55
Waverley	70,706	178,676	5,988,583		84.70
Weddin	3,711	23,657	214,116		57.70

Council	Population 2013	State funding subsidy & disability/ geographic adjustment 2014/15 \$	Total local government expenditure voted July 2014 to June 2015 \$	Notes	per head \$
Wellington	8,955	36,357	339,799		37.95
Wentworth	6,832	31,819	391,539		57.31
Willoughby	73,155	184,881	6,378,464		87.19
Wingecarribee	47,054	126,001	1,263,687		26.86
Wollondilly	46,295	129,575	1,293,694		27.94
Wollongong	205,231	502,838	10,939,048		53.30
Woollahra	57,677	146,947	4,104,867		71.17
Wyong	157,358	391,055	5,268,550		33.48
Yass Valley	16,270	63,516	350,551		21.55
Young	12,699	48,203	341,791		26.91
<b>Total</b>	<b>7,407,208</b>	<b>20,294,946</b>	<b>319,343,436</b>		

## Public Library Infrastructure Grants

In 2014–15, 24 councils were awarded Public Library Infrastructure Grants. The grants were used to enhance public library services, systems and facilities for local communities across the State. \$15m will be provided through the program over the four years from 2014–15.

Council	Project	Project Type	Grant
Bathurst	Bookmobile replacement	Mobile Library	\$50,000
Cabonne	Relocation and upgrade of Molong Public Library	Building	\$200,000
Canterbury	Campsie Library Upgrade	Building	\$190,266
Cooma-Monaro	Refurbishment of Mobile Library	Mobile Library	\$11,627
Coonamble	Wired Out West	Technology	\$31,945
Dubbo	Refurbishment of the Dubbo Library	Building	\$200,000
Eurobodalla	Moruya Library, Arts and Lifelong Learning Centre	Building	\$200,000
Goulburn-Mulwaree	Words on Wheels: Goulburn-Mulwaree Mobile Library	Mobile Library	\$153,028
Griffith	Griffith Library Living Room	Building	\$200,000
Gundagai	Gundagai Library Tech and Rec Community Spot	Building	\$84,000
Hurstville	eZone - Technology and Online Drop-in Space	Building Technology	\$200,000
Lachlan	New Mobile Shelving for Lake Cargelligo Library	Building	\$16,000
Lake Macquarie	Revitalising Community History (Speers Point Refurbishment)	Building	\$200,000
Mid-Western Regional	Gulgong Library Refurbishment	Building	\$35,000
Narrandera	RFID for Narrandera	Technology	\$43,125
Oberon	Oberon Library Expansion Project	Building	\$120,290
Port Macquarie-Hastings	Pop-Up IT: Bringing New Technologies to the Whole Community	Technology	\$55,707
Richmond Valley	Redesign Evans Head Library	Building	\$34,615
Shellharbour	New Warilla Branch Library - Living Room and Technology Hub	Building	\$200,000
The Hills	New Integrated Library Management System	Technology	\$75,000
Upper Hunter	Merrima Library Relocation and Upgrade	Building	\$70,000
Wagga Wagga	Riverina Regional Library Headquarters Extension Project	Building	\$100,000
Warrumbungle	Revitalisation Dunedoo Library	Building	\$199,397
Wollondilly	Refurbishment of Picton Library	Building	\$200,000
<b>TOTAL (24)</b>			<b>\$2,870,000</b>

## Revitalising regional libraries grants program 2014–15

### REVITALISING REGIONAL LIBRARIES

The NSW Government has committed \$4m over four years from 2011–12 to fast-track WiFi access to public libraries in rural and regional NSW (\$2m), and to provide grants to support library services and programs for rural and regional communities (\$2m). The following councils received grants under the program in 2014–15. Funded projects were informed by a needs assessment conducted by Library staff in collaboration with local council staff.

#### YEAR 4

Bombala	\$16,000
Coolamon	\$16,000
Cooma-Monaro	\$16,000
Cootamundra	\$16,000
Corowa	\$16,000
Dubbo	\$16,000
Goulburn-Mulwaree	\$16,000
Greater Hume	\$16,000
Gundagai	\$16,000
Junee	\$16,000
Lake Macquarie	\$16,000
Liverpool Plains	\$16,000
Lockhart	\$16,000
Narrabri	\$16,000
Narromine	\$16,000
Shellharbour	\$16,000
Snowy River	\$16,000
Tamworth Regional	\$16,000
Temora	\$16,000
Tumbarumba	\$16,000
Tumut	\$16,000
Upper Lachlan	\$16,000
Uralla	\$16,000
Urana	\$16,000
Wagga Wagga	\$16,000
Walcha	\$16,000
Warrumbungle	\$16,000
Wellington	\$16,000



# Financial overview

# Financial overview

## FINANCIAL OVERVIEW

The Library Council of New South Wales is comprised of the Library Council of New South Wales (the parent entity), the State Library of New South Wales Foundation and the Library Council of New South Wales Staff Agency.

The surplus for the year was \$6.277 million compared with the budget for the same period of a surplus of \$1.719 million and last year's surplus of \$3.348 million. The table below compares the 2014–15 actual result with the 2014–15 budget and the 2015–16 budget. Budget figures are as published in the NSW State Budget Papers.

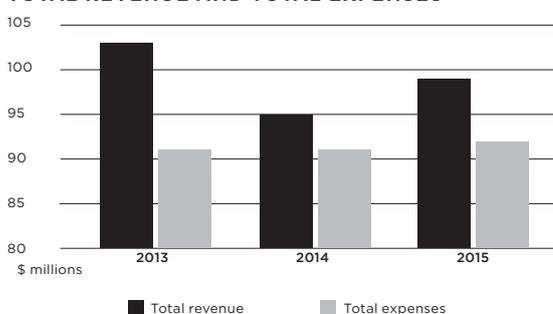
	Budget 2015 \$'000	Actual 2015 \$'000	Budget 2016 \$'000
<b>Income</b>			
Sale of goods & services	1,849	1,831	1,895
Investment income	2,050	2,691	1,300
Grants & contributions	89,735	93,692	87,501
Other income	10	590	10
<b>Total income</b>	<b>93,644</b>	<b>98,804</b>	<b>90,706</b>
<b>Less: Expenses</b>			
Other expenses	46,904	49,825	47,055
Depreciation & amortisation	17,503	14,206	16,336
Grants & subsidies	27,518	27,488	27,518
<b>Total expenses</b>	<b>91,925</b>	<b>91,519</b>	<b>90,909</b>
<b>Gain/ (Loss) on disposal</b>	0	(1,058)	0
<b>Surplus/(deficit) for the year</b>	<b>1,719</b>	<b>6,227</b>	<b>(203)</b>

The favourable variance between the budget and actual in 2014–15 of \$4.5 million is mainly represented by higher operating grants for voluntary redundancy payments which were made in 2013–14, and reduced depreciation charges. This is offset by higher than budgeted operating expenses of approximately \$3 million as a result of one-off relocation expenses, maintenance costs associated with work undertaken as part of capital projects, and the \$1.1 million loss on disposal mainly due to the theft of a coin collection.

The following table and graph provide a three-year analysis of actual results for the Library.

	Actual 2013 \$'000	Actual 2014 \$'000	Actual 2015 \$'000
<b>Income</b>			
Sale of goods & services	1,677	2,056	1,831
Investment income	3,512	2,508	2,691
Grants & contributions	97,145	89,802	93,692
Other income	178	278	590
<b>Total income</b>	<b>102,512</b>	<b>94,644</b>	<b>98,804</b>
<b>Less: Expenses</b>			
Other expenses	47,103	50,545	49,825
Depreciation & amortisation	17,056	14,240	14,206
Grants & subsidies	26,631	26,497	27,488
<b>Total expenses</b>	<b>90,790</b>	<b>91,282</b>	<b>91,519</b>
<b>Gain/ (Loss) on disposal</b>	0	(14)	(1,058)
<b>Surplus/(deficit) for the year</b>	<b>11,722</b>	<b>3,348</b>	<b>6,227</b>

## TOTAL REVENUE AND TOTAL EXPENSES

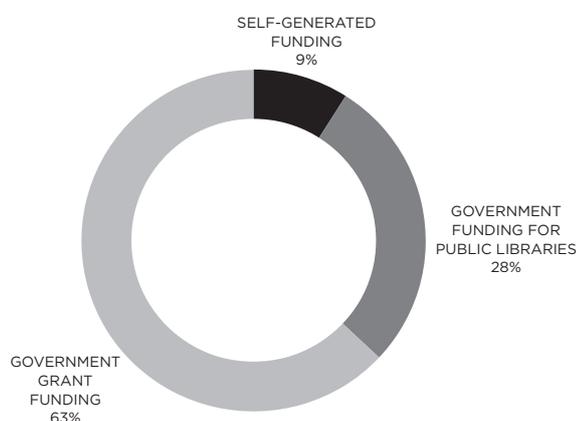


The Library has a number of sources of revenue which are categorised into government grant funding and self-generated. Approximately 9% of revenue was self-generated by the Library in 2015.

Government grants are comprised of grants and subsidies paid by the Library to public libraries throughout NSW, recurrent, capital and employment related to operate the Library. Over the past three years the Library received the following government grants.

## GOVERNMENT GRANTS

	Actual 2013 \$'000	Actual 2014 \$'000	Actual 2015 \$'000
<b>Government Grant Funding</b>			
Recurrent funding	37,604	37,604	40,742
Public libraries grants and subsidies funding	26,631	26,600	27,518
Capital funding	23,805	17,804	18,347
Employment grants (Crown)	1,951	2,540	3,136
<b>Total Government Grant Funding</b>	<b>89,991</b>	<b>84,548</b>	<b>89,743</b>



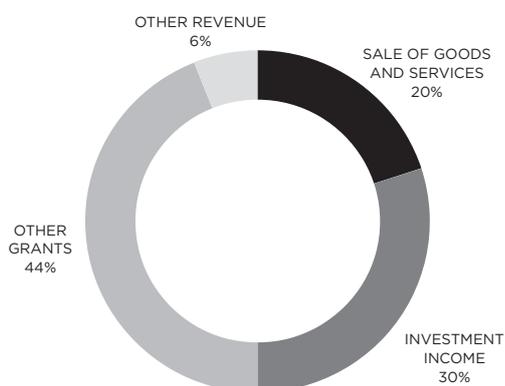
Self-generated revenue includes donations, corporate sponsorships, bequests, sales of goods and services, investment income and other grants received to operate the library.

Self-generated revenue by category over the past three years is as follows:

	Actual 2013 \$'000	Actual 2014 \$'000	Actual 2015 \$'000
<b>Self-Generated Revenue</b>			
Sale of goods & services	1,677	2,056	1,831
Investment income	3,512	2,508	2,691
Other grants	7,154	5,254	3,949
Other revenue	178	278	590
<b>Total Self-Generated Revenue</b>	<b>12,521</b>	<b>10,096</b>	<b>9,061</b>

The following chart depicts the different sources of self-generated revenue for the financial year ended 30 June 2015.

## SELF-GENERATED REVENUE SOURCE 2014-15



## EXPENSES

Total expenses increased by \$0.237 million in 2014-2015. Increases in other expenses, grants and subsidies were largely offset by reduced personnel service expense.

Expenses	Actual 2013 \$'000	Actual 2014 \$'000	Actual 2015 \$'000
Employee related expense	30,799	32,060	29,581
Other expenses	16,304	18,485	20,244
Depreciation expense	17,056	14,240	14,206
Grants & subsidies	26,631	26,497	27,488
<b>Total expenses</b>	<b>90,790</b>	<b>91,282</b>	<b>91,519</b>

## CREDIT CARD CERTIFICATION

The Library had 25 credit cards issued during the year. No irregularities were recorded during the year in the use of corporate credit cards and the Library complied with the Premier's Memoranda and the Treasurer's Direction.

#### INVESTMENT PERFORMANCE

The Library's investments are managed by the NSW Treasury Corporate (T-Corp) in accordance with NSW Treasury requirements under the *Public Authorities (Financial Arrangements) Act 1987*. The products utilised by the Library include the Hour Glass Medium Term Growth Facility and short-term cash investments.

The value of financial assets within T-Corp's Hour Glass Medium Term Growth Facility is \$26.719 million as at 30 June 2015, compared with \$24.277 million at the end of the previous year. The Library achieved an investment return of 7.4% in its medium term growth facility in 2014–2015.

From time to time, funds are invested in term deposits to increase returns to the Library. Returns achieved by facility type over the past three years are shown in the following table.

	2011-12 %	2013-14 %	2014-15 %
<b>Facility</b>			
T-Corp - Medium Term Growth Facility	5.1%	7.7%	7.4%
T-Corp Short-Term Cash Investments	3.6%	n/a	n/a

#### PAYMENT OF ACCOUNTS

The Library's accounts payable performance in 2014–2015 is shown below. The nature of payment arrangements and conclusion to contractual obligations by vendors/suppliers to the Library inevitably result in delays on some payments.

#### ACCOUNTS PAID ON TIME WITHIN EACH QUARTER

Quarter	Actual Number %	Target Number %	Total Paid \$'000	Total Paid in time \$'000
September 2014	95%	100%	11,449	10,899
December 2014	100%	100%	22,795	22,716
March 2015	99%	100%	21,236	21,046
June 2015	99%	100%	17,166	17,065

#### ACCOUNTS PAYABLE PERFORMANCE

##### AGED ANALYSIS AT END OF EACH QUARTER

Quarter	Current up to 30 Days \$'000	30 Days Overdue \$'000	60 Days Overdue \$'000	More than 60 Days Overdue \$'000
September 2014	85	8	14	4
December 2014	281	0	0	0
March 2015	15	34	0	0
June 2015	447	65	42	2

#### VALUATION OF LIBRARY COLLECTION: SIGNIFICANT MATTER

During the course of the audit for 2014–15, the Audit Office identified a significant matter related to the valuation of the Council's collection assets.

Approximately 75 per cent of the \$1 billion valuation increase is attributed to value increases to collection items. The audit found no reportable issues on this aspect of the valuation. The rest of the increase is attributable to increase in the population of collection items held and the Audit Office formed a view that the Council's records were inadequate to provide sufficient evidence of the accuracy and completeness of changes in the population figures since the previous revaluation.

As a result of these concerns, the Audit Office conducted additional testing and sensitivity analysis around the extent of any possible error arising from changes in the population figures. From this additional work, the Audit Office concluded that, on balance, the uncertainty over the population numbers did not give rise to a material uncertainty on the carrying value of the Library collection.

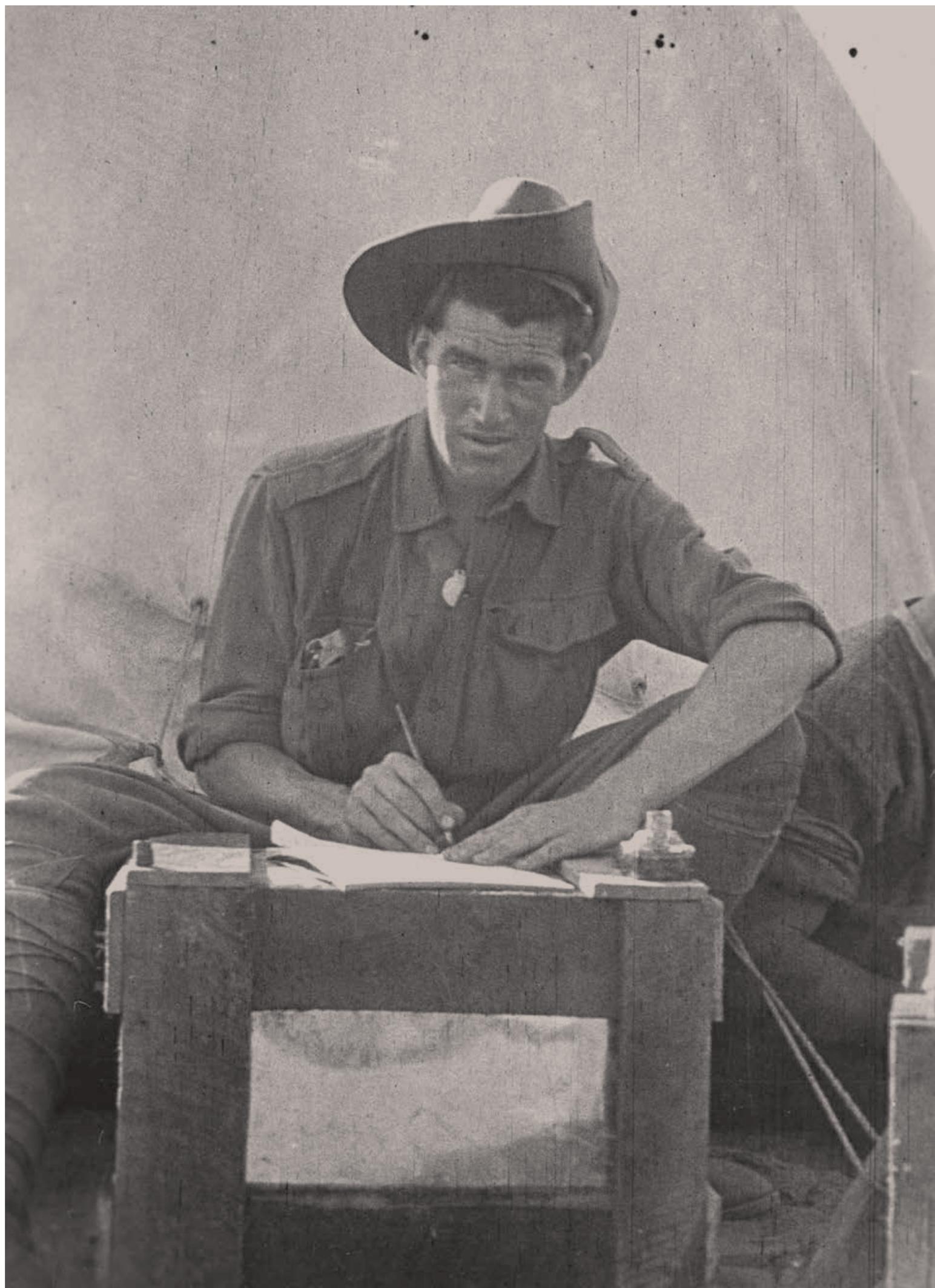
The Audit Office has recommended that the Council improve its records to support the population figures to be used in future valuations.

#### RESPONSE

The Council recognises the challenges of auditing the valuation of such a large and diverse collection. The valuation process is conducted by independent experts and utilises statistical sampling techniques. The 2015 valuation methodology was applied in a manner consistent with prior valuations. The Council has determined to review its valuation processes and intends to move to a rolling revaluation where part of the collection is revalued each year over a five-year cycle.

#### OVERSEAS TRAVEL BY STAFF

Name	Destination	Period of Travel	Purpose	Cost, including to the State Library (excl GST)
Vicki McDonald	Lyon and Paris, France	10/08/2014 - 01/09/2014	Attend IFLA World Congress and meet with international library leaders	6,306
Alex Byrne	Wellington, New Zealand	24/11/2014 - 29/11/2014	Participate in a NSLA Meeting and the New Zealand National Digital Forum	2,540
Maggie Patton	Auckland and Wellington, New Zealand	31/08/2014 - 07/09/2014	To attend and present at GeoCart2014	2,420
Megan Atkins	Christchurch, New Zealand	29/09/2014 - 05/10/2014	To attend the joint conference of the Australian Society of Archivists and the Archives and Records Association of New Zealand	2,220
Tracy Bradford	Christchurch, New Zealand	29/09/2014 - 05/10/2014	To attend the joint conference of the Australian Society of Archivists and the Archives and Records Association of New Zealand	2,220
Louise Anemaat	California and Michigan, United States of America	17/03/2015 - 30/03/2015	Attend ASECS Conference in California and view First Fleet journal in William L. Clements Library, Michigan	6,437
Agata Rostek-Robak	Anchorage, Alaska	19/03/2015 - 26/03/2015	Courier State Library collection items to Anchorage Museum for Captain Cook exhibition	20,000 (Funded by External Party, Anchorage Museum, Alaska)
Euwe Ermita	Leuven, Belgium	30/05/2015 - 05/06/2015	Attend the International Rosetta Advisory Group meeting	4,500
Louise Denoon	London, United Kingdom	09/05/2015 - 24/05/2015	Internship at British Library as part of Gordon Darling Foundation grant	6,760 (Funded by External Party, Gordon Darling Foundation)
Louise Anemaat	London, United Kingdom	24/06/2015 - 06/07/2015	Attend conference at the British Library and undertake research for Cook 2020	8,469



# Financial report 2014–15

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## INDEPENDENT AUDITOR'S REPORT

### Library Council of New South Wales

To Members of the New South Wales Parliament

I have audited the accompanying financial statements of the Library Council of New South Wales (the Council), which comprise the statement of financial position as at 30 June 2015, the statement of comprehensive income, statement of changes in equity and statement of cash flows, for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information of the Council and the consolidated entity. The consolidated entity comprises the Council and the entities it controlled at the year's end or from time to time during the financial year.

### Opinion

In my opinion, the financial statements:

- give a true and fair view of the financial position of the Council and the consolidated entity as at 30 June 2015, and of their financial performance and their cash flows for the year then ended in accordance with Australian Accounting Standards
- are in accordance with section 41B of the *Public Finance and Audit Act 1983* (PF&A Act) and the Public Finance and Audit Regulation 2015
- have been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including complying with Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

My opinion should be read in conjunction with the rest of this report.

### The Council's Responsibility for the Financial Statements

The members of the Council are responsible for preparing financial statements that give a true and fair view in accordance with Australian Accounting Standards and the PF&A Act, the *Australian Charities and Not-for-Profits Commission Act 2012*, and for such internal control as the members of the Council determine is necessary to enable the preparation of financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I conducted my audit in accordance with Australian Auditing Standards. Those Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including an assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements that give a true and fair view in order to design audit procedures appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

My opinion does *not* provide assurance:

- about the future viability of the Council or consolidated entity
- that they have carried out their activities effectively, efficiently and economically
- about the effectiveness of the internal control
- about the assumptions used in formulating the budget figures disclosed in the financial statements
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about other information which may have been hyperlinked to/from the financial statements.

## Independence

In conducting my audit, I have complied with the independence requirements of the Australian Auditing Standards and other relevant ethical pronouncements. The PF&A Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies, but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by the possibility of losing clients or income.



A T Whitfield PSM  
Acting Auditor-General

19 October 2015  
SYDNEY

# Statement in accordance with Section 41C (1C) of the *Public Finance and Audit Act, 1983*

Pursuant to Section 41C (1C) of the *Public Finance and Audit Act, 1983*, and in accordance with a resolution of the members of the Library Council of New South Wales, on recommendation of the Audit and Risk Committee, we declare on behalf of the Library Council of New South Wales that, in our opinion:

- a) The accompanying financial statements have been prepared in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements, the requirements of the *Public Finance and Audit Act 1983 and Regulation 2015* and Treasurer's Directions issued by the Treasurer under section 9(2) (n) of the Act.
- b) The accompanying financial statements exhibit a true and fair view of the financial position and the financial performance of the Library Council as at 30 June 2015 and transactions for the year then ended.
- c) There are no circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.



-----  
**Andrew Tink**  
**President**  
**Library Council of New South Wales**



-----  
**Dr John Vallance**  
**Member**  
**Library Council of New South Wales**

SYDNEY, 14<sup>th</sup> October 2015

# The Library Council's declaration

for the year ended 30 June 2015

In the opinion of the members of the Library Council of New South Wales

1. The consolidated financial statements and notes of the Library Council of New South Wales are prepared in accordance with the *Australian Charities and Not-for-profits Commission Act 2012*, including:
  - (a) Giving a true and fair view of its financial position as at 30 June 2015 and of its performance for the financial year ended on that date; and
  - (b) Complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Australian Charities and Not-for-profits Commission Regulation 2013*; and
2. There are reasonable grounds to believe that the Library Council of New South Wales will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with the resolution of the Library Council and signed on behalf of the Council by:



Andrew Tink  
President  
Library Council of New South Wales  
Dated the 14th day of October 2015

# Statement of comprehensive income

for the year ended 30 June 2015

	Notes	Consolidated		Parent Entity		
		Actual	Budget	Actual	Actual	Actual
		2015 \$'000	2015 \$'000	2014 \$'000	2015 \$'000	2014 \$'000
<b>Expenses excluding losses</b>						
Personnel services	2(a)	-	-	17,189	<b>29,232</b>	31,693
Employee related expenses	2(b)	<b>29,581</b>	<b>29,546</b>	14,871	-	-
Other operating expenses	2(c)	<b>20,244</b>	<b>17,358</b>	18,485	<b>20,130</b>	18,379
Depreciation	2(d)	<b>14,206</b>	<b>17,503</b>	14,240	<b>14,206</b>	14,240
Grants and subsidies	2(e)	<b>27,488</b>	<b>27,518</b>	26,497	<b>27,488</b>	26,497
<b>Total expenses excluding losses</b>		<b>91,519</b>	<b>91,925</b>	91,282	<b>91,056</b>	90,809
<b>Revenue</b>						
Sale of goods and services	3(a)	<b>1,831</b>	<b>1,849</b>	2,056	<b>1,831</b>	2,056
Investment revenue	3(b)	<b>2,691</b>	<b>2,050</b>	2,508	<b>1,514</b>	1,401
Grants and contributions	3(c)	<b>93,692</b>	<b>89,735</b>	89,802	<b>92,797</b>	89,458
Other revenue	3(d)	<b>590</b>	<b>10</b>	278	<b>453</b>	173
<b>Total revenue</b>		<b>98,804</b>	<b>93,644</b>	94,644	<b>96,595</b>	93,088
<b>Gain/(Loss) on Disposal</b>	4	<b>(1,058)</b>	-	(14)	<b>(1,058)</b>	(14)
<b>Net result</b>		<b>6,227</b>	<b>1,719</b>	3,348	<b>4,481</b>	2,265
<b>Other comprehensive income</b>						
<b>Items that will not be reclassified to net result</b>						
Net increase/(decrease) in property, plant and equipment revaluation surplus	11	<b>1,009,448</b>	-	34,053	<b>1,009,448</b>	34,053
<b>Total other comprehensive income</b>		<b>1,009,448</b>	-	34,053	<b>1,009,448</b>	34,053
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>1,015,675</b>	<b>1,719</b>	37,401	<b>1,013,929</b>	36,318

The accompanying notes form part of these financial statements

# Statement of financial position

for the year ended 30 June 2015

	Notes	Consolidated			Parent Entity	
		Actual	Budget	Actual	Actual	Actual
		2015 \$'000	2015 \$'000	2014	2015 \$'000	2014 \$'000
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents	7	5,900	7,674	4,024	4,545	3,206
Receivables	8	1,704	2,903	1,556	2,314	1,674
Inventories	9	214	170	197	214	197
Financial assets at fair value through profit or loss	10(a)	3,868	1,091	1,381	272	222
<b>Total current assets</b>		<b>11,686</b>	<b>11,838</b>	7,158	<b>7,345</b>	5,299
<b>Non-current assets</b>						
Financial assets at fair value through profit or loss	10(b)	22,851	22,041	22,896	10,224	9,554
Property, plant and equipment	11	3,412,644	2,439,507	2,413,022	3,412,644	2,413,022
Intangible assets	12	35,656	-	21,473	35,656	21,473
<b>Total non-current assets</b>		<b>3,471,151</b>	<b>2,461,548</b>	2,457,391	<b>3,458,524</b>	2,444,049
<b>Total assets</b>		<b>3,482,837</b>	<b>2,473,386</b>	2,464,549	<b>3,465,869</b>	2,449,348
<b>Liabilities</b>						
<b>Current liabilities</b>						
Payables	16	9,023	9,126	6,451	12,685	10,135
Provisions	17	3,691	4,603	3,692	-	-
<b>Total current liabilities</b>		<b>12,714</b>	<b>13,729</b>	10,143	<b>12,685</b>	10,135
<b>Non-current liabilities</b>						
Payables	16	-	-	-	89	47
Provisions	17	89	47	47	-	-
<b>Total non-current liabilities</b>		<b>89</b>	<b>47</b>	47	<b>89</b>	47
<b>Total liabilities</b>		<b>12,803</b>	<b>13,776</b>	10,190	<b>12,774</b>	10,182
<b>Net assets</b>		<b>3,470,034</b>	<b>2,459,610</b>	2,454,359	<b>3,453,095</b>	2,439,166
<b>Equity</b>						
Reserves		1,831,657	822,209	822,209	1,831,657	822,209
Accumulated funds		1,638,377	1,637,401	1,632,150	1,621,438	1,616,957
<b>Total equity</b>		<b>3,470,034</b>	<b>2,459,610</b>	2,454,359	<b>3,453,095</b>	2,439,166

The accompanying notes form part of these financial statements

# Statement of changes in equity

for the year ended 30 June 2015

2015	Notes	Consolidated			Parent Entity		
		Accumulated Funds	Asset Revaluation Surplus	Total	Accumulated Funds	Asset Revaluation Surplus	Total
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Balance at 1/7/2014</b>		<b>1,632,150</b>	<b>822,209</b>	<b>2,454,359</b>	<b>1,616,957</b>	<b>822,209</b>	<b>2,439,166</b>
Changes in accounting policy		-	-	-	-	-	-
Correction of errors		-	-	-	-	-	-
<b>Net result for the year</b>		<b>6,227</b>	<b>-</b>	<b>6,227</b>	<b>4,481</b>	<b>-</b>	<b>4,481</b>
<b>Other comprehensive income</b>							
Net increase/(decrease) in property plant & equipment	11	-	1,009,448	1,009,448	-	1,009,448	1,009,448
<b>Total other comprehensive income</b>		<b>-</b>	<b>1,009,448</b>	<b>1,009,448</b>	<b>-</b>	<b>1,009,448</b>	<b>1,009,448</b>
<b>Total comprehensive income for the year</b>		<b>6,227</b>	<b>1,009,448</b>	<b>1,015,675</b>	<b>4,481</b>	<b>1,009,448</b>	<b>1,013,929</b>
<b>Transactions with owners in their capacity as owners</b>							
Increase/(decrease) in net assets from equity transfers		-	-	-	-	-	-
<b>Balance 30/6/2015</b>		<b>1,638,377</b>	<b>1,831,657</b>	<b>3,470,034</b>	<b>1,621,438</b>	<b>1,831,657</b>	<b>3,453,095</b>

The accompanying notes form part of these financial statements

# Statement of changes in equity

for the year ended 30 June 2015 (continued)

2014	Notes	Consolidated			Parent Entity		
		Accumulated Funds	Asset Revaluation Surplus	Total	Accumulated Funds	Asset Revaluation Surplus	Total
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Balance at 1/7/2013</b>		1,628,802	788,156	2,416,958	1,614,692	788,156	2,402,848
Changes in accounting policy		-	-	-	-	-	-
Correction of errors		-	-	-	-	-	-
<b>Net result for the year</b>		3,348	-	3,348	2,265	-	2,265
<b>Other comprehensive income</b>							
Net increase/(decrease) in property plant & equipment		-	34,053	34,053	-	34,053	34,053
<b>Total other comprehensive income</b>		-	34,053	34,053	-	-	-
<b>Total comprehensive income for the year</b>		3,348	34,053	37,401	2,265	34,053	36,318
<b>Transactions with owners in their capacity as owners</b>							
Increase/(decrease) in net assets from equity transfers		-	-	-	-	-	-
<b>Balance 30/6/2014</b>		1,632,150	822,209	2,454,359	1,616,957	822,209	2,439,166

The accompanying notes form part of these financial statements

# Statement of cash flow

for the year ended 30 June 2015

	Notes	Consolidated		Actual 2014 \$'000	Parent	
		Actual	Budget		Actual	Actual
		2015 \$'000	2015 \$'000		2015 \$'000	2014 \$'000
<b>Cash flows from operating activities</b>						
<b>Payments</b>						
Personnel services		-	-	-	<b>25,829</b>	31,419
Employee related expenses		<b>26,177</b>	<b>27,399</b>	31,419	-	-
Grants and subsidies		<b>27,488</b>	<b>27,518</b>	26,497	<b>27,488</b>	26,497
Other		<b>24,190</b>	<b>22,212</b>	25,731	<b>24,092</b>	25,630
<b>Total payments</b>		<b>77,855</b>	<b>77,129</b>	83,647	<b>77,409</b>	83,546
<b>Receipts</b>						
Sale of goods and services		<b>2,014</b>	<b>1,827</b>	2,483	<b>2,014</b>	2,483
Cash flows from government		<b>87,443</b>	<b>84,388</b>	82,102	<b>87,443</b>	82,102
Other Grants and Contributions		<b>3,508</b>	<b>2,620</b>	6,785	<b>2,094</b>	4,218
Interest received		<b>814</b>	<b>1,750</b>	752	<b>794</b>	706
Other		<b>3,560</b>	<b>6,580</b>	3,956	<b>3,446</b>	6,682
<b>Total receipts</b>		<b>97,339</b>	<b>97,165</b>	96,078	<b>95,791</b>	96,191
<b>Net cash flows from operating activities</b>	21	<b>19,484</b>	<b>20,036</b>	12,431	<b>18,382</b>	12,645
<b>Cash flows from investing activities</b>						
Proceeds from sale of financial assets at fair value through profit or loss		<b>1,100</b>	<b>720</b>	859	-	-
Purchases of property, plant and equipment, collection assets and intangibles		<b>(17,043)</b>	<b>(20,876)</b>	(20,031)	<b>(17,043)</b>	(20,031)
Purchases of financial assets at fair value through profit or loss	10(c)	<b>(1,665)</b>	<b>(700)</b>	(808)	-	-
<b>Net cash flows from investing activities</b>		<b>(17,608)</b>	<b>(20,856)</b>	(19,980)	<b>(17,043)</b>	(20,031)
<b>Net increase (decrease) in cash and cash equivalents</b>		<b>1,876</b>	<b>(820)</b>	(7,549)	<b>1,339</b>	(7,386)
Cash and cash equivalents at beginning of financial year		<b>4,024</b>	<b>8,494</b>	11,573	<b>3,206</b>	10,592
<b>Cash and cash equivalents at end of financial year</b>	7	<b>5,900</b>	<b>7,674</b>	4,024	<b>4,545</b>	3,206

The accompanying notes form part of these financial statements

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies

### (a) Reporting entity

The Library Council of New South Wales (the Library) is a NSW government entity. The Library is a not-for-profit entity (as profit is not its principal objective) and it has no cash generating units. The reporting entity is consolidated as part of the NSW Total State Sector Accounts.

The Library Council of New South Wales as a reporting entity, comprises all the entities under its control, namely: the Library Council of New South Wales (the parent entity), the State Library of New South Wales Foundation and the Library Council of New South Wales Staff Agency.

The State Library of New South Wales Foundation's Trust Deed provides for monetary support for the development of the Australian cultural heritage collections of the Library. To benefit the Library, the Foundation also attracts and encourages donations, gifts, bequests, endowments, raises finance for the acquisition and preservation of objects of historic, educational and/or social interest, collections and artefacts. The Foundation maintains and supports the work of the Friends of the Library who are a vital part of the Library's operational and fundraising efforts.

The Library Council of New South Wales Staff Agency was created in the prior year under the *Government Sector Employment Act 2013* to exercise employer functions of Government in relation to the State Librarian commencing 24 February 2014.

In the process of preparing the consolidated financial statements for the economic entity, consisting of the controlling and controlled entities, all inter-entity transactions and balances have been eliminated, and like transactions and other events are accounted for using uniform accounting policies.

These financial statements for the year ended 30 June 2015 have been authorised for issue by the Library Council on 14<sup>th</sup> October 2015.

### (b) Basis of preparation

The entity's financial statements are general purpose financial statements which have been prepared in accordance with:

- applicable Australian Accounting Standards including Australian Accounting Interpretations,
- the requirements of the *Public Finance and Audit Act, 1983* and *Public Finance and Audit Regulation 2015*,
- the Financial Reporting Directions published in the Financial Reporting Code for NSW General Government Sector Entities or issued by the Treasurer, and
- the requirements of the *Australian Charities and Not-for-Profits Commission Act 2012*.

Property, plant and equipment and collection assets and financial assets "at fair value through profit or loss" are measured at fair value. Other financial statement items are prepared on an accrual basis and prepared in accordance with the historical cost convention.

Judgements, key assumptions and estimations management have made are disclosed in the relevant notes to the financial statements.

All amounts are rounded to the nearest one thousand dollars and are expressed in Australian currency.

### (c) Statement of compliance

The financial statements and notes comply with Australian Accounting Standards, which include Australian Accounting Interpretations.

### (d) Insurance

The Library's insurance activities are conducted through the NSW Treasury Managed Fund Scheme of self insurance for Government agencies. The expense (premium) is determined by the fund manager based on past claim experience.

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (e) Accounting for the Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except that:

- i. the amount of GST incurred by the Library as a purchaser that is not recoverable from the Australian Taxation Office is recognised as part of the cost of acquisition of an asset or as part of an item of expense; and
- ii. receivables and payables are stated with the amount of GST included;

The net amount of GST recoverable from the Australian Taxation Office is included as a current asset in the Statement of Financial Position.

Cash flows are included in the cash flow statement on a gross basis. However, the GST components of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office are classified as operating cash flows.

### (f) Revenue recognition

Revenue is measured at the fair value of the consideration or contribution received or receivable. Additional comments regarding the accounting policies for revenue recognition are:

#### i. Grants and contributions

Grants and contributions, including donations, donated collection materials, government grants and services provided free of charge are generally recognised as income when the Library obtains control over the assets comprising the grants and contributions. Control over grants and contributions is normally obtained upon the receipt of cash.

#### ii. Sale of goods

Revenue from the sale of goods is recognised as revenue when the entity transfers the significant risks and rewards of ownership of the assets.

#### iii. Rendering of services

Revenue is recognised when the service is provided or by reference to the stage of completion (based on labour hours incurred to date).

#### iv. Investment income

Interest income is recognised using the effective interest method as set out in *AASB 139 Financial Instruments: Recognition and Measurement*. Rental revenue is recognised in accordance with *AASB 117 Leases* on a straight-line basis over the lease term. Royalty revenue is recognised in accordance with *AASB 118 Revenue* on an accrual basis in accordance with the substance of the relevant agreement. Imputation tax credits on investment income are recognised as revenue when the application for refund is approved by the Australian Taxation Office. Dividend revenue is recognised in accordance with *AASB 118 Revenue* when the right to receive the revenue is established.

### (g) Assets

#### i. Acquisition of assets

The cost method of accounting is used for the initial recording of all acquisitions of assets controlled by the Library. Cost is the amount of cash or cash equivalents paid or the fair value of other consideration given to acquire the asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of Australian Accounting Standards.

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (g) Assets (continued)

#### i. Acquisition of assets (continued)

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and revenues at their fair value at the date of acquisition (refer Note 13).

Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at measurement date.

The personnel services directly involved in the preservation and conservation of original materials, such that they become available and ready for use by the Library, are capitalised as part of collection assets and are not depreciated.

#### ii. Capitalisation thresholds

Property, plant and equipment and intangible assets costing \$5,000 and above individually, or forming part of a network or collection category costing more than \$5,000, are capitalised.

#### iii. Revaluation of property, plant and equipment

Physical non-current assets are valued in accordance with NSW Treasury's policy and guidelines paper TPP 14-1 "Valuation of Physical Non-Current Assets at Fair Value". This policy adopts fair value in accordance with *AASB 13 Fair Value Measurement* and *AASB 116 Property, Plant and Equipment*.

Property, plant and equipment is measured at the highest and best use by market participants that is physically possible, legal permissible and financially feasible. The highest and best use must be available at a period that is not remote and take into account the characteristics of the asset being measured, including any socio-political restrictions imposed by government. In most cases, after taking into account these considerations, the highest and best use is the existing use. In limited circumstances, the highest and best use may be a feasible alternative use, where there are no restrictions on use or where there is a feasible higher restricted alternative use.

Fair value of property, plant and equipment is based on a market participant's perspective, using valuation techniques (market approach, cost approach, income approach) that maximise relevant observable inputs and minimise unobservable inputs. Also refer Note 13 and Note 14 for further information regarding fair value.

When an item of property, plant and equipment is revalued, the entire class of property, plant and equipment to which that asset belongs shall be revalued.

Non-specialised assets with short useful lives are measured at depreciated historical cost as an approximation of fair value. The entity has assessed that any difference between fair value and depreciated historical cost is unlikely to be material.

Each class of property, plant and equipment is revalued at least every five years and with sufficient regularity to ensure that the carrying amount of each asset in the asset class does not differ materially from its fair value at reporting date. The Collection assets revaluation was completed as at 30 April 2015 and was undertaken by an independent valuer. The last revaluation for Land and Buildings was conducted as at 31 January 2014 and was also based on an independent assessment.

Fair value of land and buildings is determined from market-based evidence by appraisal undertaken by professionally qualified valuer. When revaluing land and buildings with reference to current prices for assets newer than those being revalued (adjusted to reflect the present condition of the assets), the gross amounts and the related accumulated depreciation amounts are separately restated.

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (g) Assets (continued)

#### iii. Revaluation of property, plant and equipment (continued)

The Collection Assets were revalued in April 2015 based on market observations of prices for sales of collection items that were the same as or similar to items in the Library Collection. The accumulated depreciation at the date of the revaluation is eliminated against the gross carrying amount of the asset. The net amount is then increased or decreased by the revaluation increments or decrements to restate the new fair market amount.

Revaluation increments are credited directly to the asset revaluation reserve, except that, to the extent that an increment reverses a revaluation decrement in respect of that class of asset previously recognised as an expense in the net result, the increment is recognised immediately as revenue in the net result.

Revaluation decrements are recognised immediately as expenses in the net result except that, to the extent that a credit balance exists in the asset revaluation reserve in respect of the same class of assets, they are debited directly to the asset revaluation reserve.

As a not-for-profit entity, revaluation increments and decrements are offset against one another within a class of non-current assets, but not otherwise.

Where an asset that has previously been revalued is disposed of, any balance remaining in the asset revaluation reserve in respect of that asset is transferred to accumulated funds.

#### iv. Impairment of assets

As a not-for-profit entity with no cash generating units, impairment under AASB 136 *Impairment of Assets* is unlikely to arise. As property, plant and equipment is carried at fair value, impairment can only arise in the rare circumstances where the cost of disposal are material. Specifically, impairment is unlikely for not-for-profit entities given that AASB 136 modifies the recoverable amount test for non-cash generating assets of not-for-profit entities to the higher of fair value less costs of disposal and depreciated replacement cost, where depreciated replacement cost is also fair value.

#### v. Depreciation of property, plant and equipment

- i. Except for heritage and other collection assets, depreciation is provided for on a straight-line basis for all depreciable assets so as to write off the depreciable amount of each asset as it is consumed over its useful life to the Library. Useful lives, residual values and depreciation rates are reviewed on an annual basis.
- ii. All material separately identifiable component assets are depreciated over their shorter useful lives.

The following estimated useful lives are used in the calculation of depreciation:

Buildings	50 years
Plant and equipment	7 years
Computer equipment	4 years
Library IT system	4 years
Collection assets	see below

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (g) Assets (continued)

#### v. Depreciation of property, plant and equipment (continued)

- iii. Collection assets are depreciated under both the diminishing balance (DB) and straight line bases according to the following major asset groupings:

Monographs, bound serials, microfilm and microfiche	60 years DB
Multicultural materials	3 years straight line
Audio visual/electronic resources	7 years straight line

The use of DB for monographs, bound serials, microfilm reels and microfiche is based on studies showing that usage is highest when an item is newly acquired and decreases over time, more rapidly in the earlier years than in the later, but never reaches the point of having no information value.

Even if rarely used there is utility in being able to refer to an historical item for a piece of information missing from other sources, or to use a particular item as part of a longitudinal survey or contextual data. Items in this asset group have a particularly long service life and DB reflects their pattern of use over their useful life.

The straight line depreciation method is for collection asset groups with much shorter service lives. Multicultural materials have continuing high levels of usage which impact service life and audio visual/electronic resources can incur, in addition to regular wear and tear, technical obsolescence. In both these two asset groups usage is more evenly distributed across their service life.

- iv. Land is not a depreciable asset. Certain heritage assets have an extremely long useful life, including original art works and collections and heritage buildings. Depreciation for these items cannot be reliably measured and, in these cases, depreciation is not recognised. The decision not to recognise depreciation for these assets is reviewed annually.

#### vi. Maintenance

The costs of day-to-day servicing or maintenance are charged as expenses as incurred, except where they relate to the replacement of a part or component of an asset, in which case the costs are capitalised and depreciated.

#### vii. Leased assets

A distinction is made between finance leases, in which there is an effective transfer from the lessor to the lessee of substantially all the risks and benefits incidental to ownership of the leased assets, and operating leases, under which the lessor effectively retains all such risks and benefits.

Where a non-current asset is acquired by means of a finance lease, the asset is recognised at its fair value, or, if lower, the present value of the minimum lease payments, at the inception of the lease. The corresponding liability is established at the same amount. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are charged to the Statement of Comprehensive Income in the periods in which they are incurred.

## 1. Summary of significant accounting policies (continued)

### (g) Assets (continued)

#### viii. Intangible assets

The Library recognises intangible assets only if it is probable that future economic benefits will flow and the cost of the asset can be measured reliably. Intangible assets are measured initially at cost. Where an asset is acquired at no or nominal cost, the cost is its fair value at the date of acquisition.

All research costs are expensed. Development costs are only capitalised when certain criteria are met.

The useful lives of intangible assets are assessed to be finite or indefinite. The useful life of an intangible asset that is not being amortised is to be reviewed each period to ensure that the indefinite useful assessment continues to be appropriate.

Intangible assets are subsequently measured at fair value only if there is an active market. As there is no active market for the Library's intangible assets, the assets are carried at cost less any applicable accumulated amortisation.

Intangible assets with finite useful lives are amortised using the straight line method over the estimated useful life of years, amortisation period and method is to be reviewed at the end of each period.

The Library's project to build an online collection catalogue was completed and first capitalised in 2013/2014. The catalogue, built on knowledge and skill, is updated regularly. It is therefore assessed to have an indefinite useful life and not amortised, but must be tested for impairment in accordance with *AASB136 Impairment of Assets*.

Intangible assets are tested for impairment where an indicator of impairment exists. If the recoverable amount is less than its carrying amount, the carrying amount is reduced to the recoverable amount and the reduction is recognised as an impairment loss.

#### ix. Cash and cash equivalents

Cash and cash equivalents include cash on hand and deposits held at call with financial institutions and NSW Treasury Corporation.

#### x. Trade and other receivables

Trade and other receivables are non derivative financial assets with fixed or determinable payments that are not quoted in an active market. These assets are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method, less an allowance for any impairment of receivables. Any changes are accounted for in the Statement of Comprehensive Income when impaired, derecognised or through the amortisation process.

Short term receivables with no stated interest rate are measured at the original invoice value where the effect of discounting is immaterial.

#### xi. Inventories

Inventories are held for sale and are stated at cost, adjusted when applicable for any loss of service potential. A loss of service potential is identified and measured based on the existence of a current replacement cost that is lower than the carrying amount. Inventories are stated at the lower of cost and net realisable value. Cost is calculated using the weighted average cost method.

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (g) Assets (continued)

#### xii. Investments

Investments are initially recognised at fair value plus, in the case of investments not at fair value through profit or loss, transaction costs. The entity determines the classification of its financial assets after initial recognition and, when allowed and appropriate, re-evaluates this at each financial year end.

#### Financial assets at fair value through profit or loss

The Hour-Glass Investment Facilities are designated at fair value through profit or loss using the second leg of the fair value option; i.e. these financial assets are managed and their performance is evaluated on a fair value basis, in accordance with a documented risk management strategy and the information about these assets is provided on that basis to the entity's key management personnel.

The movement in the fair value of the Hour-Glass Investment Facilities incorporates distributions received as well as unrealised movements in fair value and is reported in the line item 'Investment Revenue'.

### (h) Liabilities

#### i. Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Library. These liabilities are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method. Short term payables with no stated interest rate are measured at original invoice amount where the effect of discounting is immaterial.

#### ii. Borrowings

Borrowings are loans not held for trading or designated at fair value through profit or loss and are recognised at amortised cost utilising the effective interest rate method. Gains or losses are recognised in the Statement of Comprehensive Income on derecognition.

The Library Council has no current borrowings.

#### iii. Employee benefits and other provisions

##### (a) Personnel services arrangements

The entity received personnel services through arrangement with Department of Trade & Investment, Regional Infrastructure and Services, (DTIRIS) up until 23 February 2014 when the Library Council of New South Wales Staff Agency, (LCNSWSA), commenced that activity under the *Government Sector Employment Act 2013*. All payments to employees and related obligations were done in the DTIRIS name and its Australian Business Number (ABN) until 23 February 2014 and subsequently the LCNSWSA and are classified as "Personnel Services Expense" in the financial statements.

## 1. Summary of significant accounting policies (continued)

### (h) Liabilities (continued)

#### iii. Employee benefits and other provisions (continued)

##### (b) Personnel services salaries and wages, annual leave, sick leave and on-costs

Liabilities for personnel services are stated as liabilities to the service provider, LCNSWSA, (DTIRIS until 23 February 2014). Salaries and wages (including non-monetary benefits), annual leave and paid sick leave that fall due wholly within 12 months of the reporting date are recognised and measured in respect of employees' services up to the reporting date at undiscounted amounts based on the amounts expected to be paid when the liabilities are settled.

Annual leave is not expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service. As such, it is required to be measured at present value in accordance with AASB 119 *Employee Benefits*. Actuarial advice obtained by Treasury has confirmed that the use of a nominal approach plus the annual leave on annual leave liability can be used to approximate the present value of the annual leave liability. The Library has assessed the actuarial advice based on its circumstances and has determined that the effect of discounting is immaterial to annual leave.

Unused non-vesting sick leave does not give rise to a liability as it is not considered probable that sick leave taken in the future will be greater than the benefits accrued in the future.

The outstanding amounts of payroll tax, workers' compensation insurance premiums and fringe benefits tax, which are consequential to the provision of personnel services by LCNSWSA, (DTIRIS until 23 February 2014), are recognised as liabilities and expenses where the personnel services to which they relate have been recognised.

##### (c) Long service leave and superannuation

The entity's liabilities for long service leave and defined benefit superannuation are assumed by the Crown Entity through LCNSWSA, (DTIRIS until 23 February 2014). The entity accounts for the liability as having been extinguished, resulting in the amount assumed being shown as part of the non-monetary revenue item described as "Acceptance by the Crown Entity of employee benefits and other liabilities".

Long service leave is measured at present value in accordance with AASB 119 *Employee Benefits*. This is based on the application of certain factors (specified in NSWTC 15/09) to employees with five or more years of service, using current rates of pay. These factors were determined based on an actuarial review to approximate present value.

The superannuation expense for the financial year is determined by using the formulae specified in the Treasurer's Directions. The expense for certain superannuation schemes (i.e. Basic Benefit and First State Super) is calculated as a percentage of the equivalent of employees' salary. For other superannuation schemes (i.e., State Superannuation Scheme and State Authorities Superannuation Scheme), the expense is calculated as a multiple of the equivalent of employees' superannuation contributions.

##### (d) Consequential on-costs

Consequential costs to employment are recognised as liabilities and expenses where the employee benefits to which they related have been recognised. This includes outstanding amounts of payroll tax, workers' compensation insurance premiums and fringe benefit tax.

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (h) Liabilities (continued)

#### iii. Employee benefits and other provisions (continued)

##### (e) Other provisions

Other provisions exist when: the entity has a present legal or constructive obligation as a result of a past event; it is probable that an outflow of resources will be required to settle the obligation; and a reliable estimate can be made of the amount of the obligation.

### (i) Fair value hierarchy

A number of the entity's accounting policies and disclosures require the measurement of fair values, for both financial and non-financial assets and liabilities. When measuring fair value, the valuation technique used maximises the use of relevant observable inputs and minimises the use of unobservable. Under AASB 13, the entity categorises, for disclosure purposes, the valuation techniques based on the inputs used in the valuation techniques as follows:

- Level 1 - quoted prices in active markets for identical assets / liabilities that the entity can access at the measurement date.
- Level 2 – inputs other than quoted prices included within Level 1 that are observable, either directly or indirectly.
- Level 3 – inputs that are not based on observable market data (unobservable inputs).

The entity recognises transfers between levels of the fair value hierarchy at the end of the reporting period during which the change has occurred. Refer Note 14 and 23 for further disclosures regarding fair value measurements of financial and non-financial assets.

### (j) Equity and reserves

#### (i) Revaluation surplus

The revaluation surplus is used to record increments and decrements on the revaluation of non-current assets. This accords with the entity's policy on the revaluation of property, plant and equipment as discussed in note 1(g)iii.

#### (ii) Accumulated Funds

The category 'Accumulated Funds' includes all current and prior period retained funds.

### (k) Equity transfers

The transfer of net assets between entities as a result of an administrative restructure, transfer of programs/ functions and parts there of between NSW public sector entities and 'equity appropriation' are designated or required by Australian Accounting Standards to be treated as contributions by owners and recognized as an adjustment in 'Accumulated Fund.' This treatment is consistent with *AASB 1104 Contributions* and Australian Interpretations *1038 Contributions by Owners Made to Wholly Owned Public Sector Services*.

## 1. Summary of significant accounting policies (continued)

### (k) Equity transfers (continued)

Transfers arising from an administrative restructure involving not-for-profit and for profit government entities are recognized at the amount at which the assets and liabilities were recognized by the transferor immediately prior to the restructure. Subject to below, in most instances this will approximate fair value.

All other equity transfer are recognized at fair value, except for intangibles. Where an intangible has been recognized at amortized cost by the transferor because there is no active market, the entity recognizes the asset at the transferor's carrying amount. Where the transferor is prohibited from recognizing internally generated intangibles, the entity does not recognize that asset.

### (l) Budgeted Amounts

The budgeted amounts are drawn from the original budgeted financial statements presented to Parliament in respect of the reporting period. Subsequent amendments to the original budget (e.g. adjustment for transfer of functions between entities as a result of Administrative Arrangements orders) are not reflected in the budgeted amounts. Major variances between the original budgeted amounts and the actual amounts disclosed in the primary financial statements are explained in Note 20.

### (m) Comparative information

Comparative amounts are disclosed from year to year to ensure that consistency of presentation is maintained, except when an Australian Accounting Standard requires otherwise.

### (n) Changes in accounting policy, including new or revised Australian Accounting Standards

#### (i) Effective for the first time in 2014-15

The accounting policies applied in 2014-15 are consistent with those of the previous financial year except as a result of the new Australian Accounting Standard detailed below. The impact of these standard in the period of initial application is not material.

- *AASB 10 Consolidated financial statements*
- *AASB 11 Joint arrangements*
- *AASB 12 Disclosures of interests in other entities*
- *AASB 127 Separate financial statements*
- *AASB 128 Investments in associates and joint ventures*
- *AASB 1031 Materiality*
- *AASB 1055 and AASB 2013-1 regarding budgetary reporting*
- *AASB 2011-7 regarding consolidation and joint arrangements*
- *AASB 2012-3 regarding offsetting financial assets and financial liabilities*
- *AASB 2013-3 Amendments to AASB 136 – Recoverable Amount Disclosures for Non-Financial Assets*
- *AASB 2013-6 Amendments to AASB 136 arising from Reduced Disclosure Requirements*
- *AASB 2013-7 Amendments to AASB 1038 arising from AASB 10 in relation to consolidation and interests of policyholders*
- *AASB 2013-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for-Profit Entities – Control and Structured Entities*
- *AASB 2013-9 Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments (Part B – Materiality)*

# Notes to the financial statements

for the year ended 30 June 2015

## 1. Summary of significant accounting policies (continued)

### (n) Changes in accounting policy, including new or revised Australian Accounting Standards (continued)

#### (ii) Issued but not yet effective

NSW public sector entities are not permitted to early adopt new Australian Accounting Standards, unless Treasury determines otherwise. Certain new accounting standards and interpretations have been published that are not mandatory for 30 June 2015 reporting period. The following new Accounting Standards and Interpretations have not yet been adopted and are not yet effective:

- *AASB 2013-9 Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments (Part C – Financial Instruments)*
- *AASB 2014-1 (Part E) and AASB 2014-8 Amendments to Australian Accounting Standards regarding financial instruments*
- *AASB 2015-3 Amendments to Australian Accounting Standards arising from the Withdrawal of AASB 1031 Materiality*
- *AASB 14 and AASB 2014-1 (Part D) regarding Regulatory Deferral Accounts*
- *AASB 1056 Superannuation Entities*
- *AASB 2014-3 Amendments to Australian Accounting Standards regarding accounting for acquisitions of interests in joint operations*
- *AASB 2014-4 Amendments to Australian Accounting Standards regarding acceptable methods of depreciation and amortisation*
- *AASB 2014-9 Amendments to Australian Accounting Standards regarding equity method in separate financial statements*
- *AASB 2014-10 Amendments to Australian Accounting Standards regarding Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
- *AASB 2015-1 Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012–2014 Cycle*
- *AASB 2015-2 Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101*
- *AASB 15 Revenue from Contracts with Customers and 2014-5 Amendments to Australian Accounting Standards arising from AASB 15*
- *AASB 9, AASB 2010-7 and AASB 2014-7 regarding financial instruments*

It is uncertain at this stage if any current measurement techniques will have to change as a result of the new standards. The resulting impact on the amounts recognised in the financial statements, if any, is not known. However, application of the new standard will impact on the note disclosure.

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015 \$'000	2014 \$'000	2015 \$'000	2014 \$'000
<b>2. Expenses</b>				
<b>(a) Personnel services</b>				
Salaries and wages (including recreation leave)	-	12,607	<b>21,628</b>	21,749
Superannuation – defined benefit plans	-	669	<b>864</b>	994
Superannuation – defined contribution plans	-	1,339	<b>1,933</b>	1,981
Long service leave	-	659	<b>2,121</b>	1,492
Workers' compensation insurance	-	(3)	<b>321</b>	77
Payroll tax on superannuation	-	37	<b>47</b>	83
Other personnel services related expense	-	1,881	<b>2,318</b>	5,317
Total personnel services expense	-	17,189	<b>29,232</b>	31,693
<b>(b) Employee related expenses</b>				
Salaries and wages (including recreation leave)	<b>21,977</b>	9,509	-	-
Superannuation – defined benefit plans	<b>864</b>	324	-	-
Superannuation – defined contribution plans	<b>1,933</b>	642	-	-
Long service leave	<b>2,121</b>	833	-	-
Workers' compensation insurance	<b>321</b>	80	-	-
Payroll tax on superannuation	<b>47</b>	46	-	-
Other employee related expenses	<b>2,318</b>	3,437	-	-
Total employee related expenses	<b>29,581</b>	14,871	-	-

On 24<sup>th</sup> February 2014 in the prior year under the implementation of the new *Government Sector Employees Act 2013*, Library staff were transferred from DTIRIS to the Library Council Staff Agency and are shown as Employee related expense for the subsequent period.

Personnel services expense of \$3.4 million has been capitalised as part of Collection Assets, the e-Records Project and the Digital Excellence Program during the year (2014: \$5.4 million). Personnel services/employee related expenses of \$1.0 million have been reclassified to Grants and Subsidies (2014: \$1.1 million).

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
<b>2. Expenses (continued)</b>				
<b>(c) Other operating expenses</b>				
Advertising and promotions	444	433	441	428
Auditor's remuneration – audit of the financial reports	106	107	87	89
Cleaning	729	685	729	685
Computer software and licences	166	90	166	90
Cost of sales	283	228	283	228
Courier, freight and postage	259	302	258	302
Electricity	473	834	473	834
Exhibitions	986	869	986	869
Fees – contractors/projects	2,277	1,873	2,264	1,864
Fees – contractors/temps	610	1,210	605	1,209
Fees – general	922	825	921	825
Fellowship	219	404	219	404
Insurance	800	890	800	890
Internet and data	935	792	935	792
Maintenance and repairs	3,259	1,895	3,259	1,895
Minor Assets	379	677	379	677
Offsite storage costs	1,944	1,882	1,944	1,882
Operating lease and rental expenses	10	17	10	17
Printing	488	412	444	383
Purchases – multicultural co-operative	566	543	566	543
Staff development	316	243	315	243
Stationery and consumables	348	411	341	408
Subscriptions	1,822	1,464	1,822	1,463
Telephone and other telecommunication costs	96	91	96	91
Travel and accommodation	212	217	208	214
Sundry expenses	1,595	1,091	1,579	1,054
<b>Total other operating expenses</b>	<b>20,244</b>	<b>18,485</b>	<b>20,130</b>	<b>18,379</b>
Reconciliation of total maintenance				
Maintenance as per above	3,259	1,895	3,259	1,895
Maintenance included in personnel services/employee related expenses in Note 2 (a) and 2 (b)	1,266	1,057	1,266	1,057
<b>Total maintenance</b>	<b>4,525</b>	<b>2,952</b>	<b>4,525</b>	<b>2,952</b>

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
<b>2. Expenses (continued)</b>				
<b>(d) Depreciation</b>				
Computer equipment	1,400	1,353	1,400	1,353
Plant and equipment	1,897	1,780	1,897	1,780
Collections	8,444	9,033	8,444	9,033
Buildings	2,465	2,074	2,465	2,074
Total Depreciation	<b>14,206</b>	14,240	<b>14,206</b>	14,240
<b>(e) Grants and subsidies</b>				
Public library subsidies including disability & geographic grants	20,295	19,983	20,295	19,983
Library development grants	2,870	2,000	2,870	2,000
NSW.net service	2,476	2,446	2,476	2,446
Co-operative and state wide projects	855	903	855	903
Services to public libraries	544	717	544	717
Vision Australia grant	448	448	448	448
Total grants and subsidies	<b>27,488</b>	26,497	<b>27,488</b>	26,497
The grants and subsidies paid provide benefits to public libraries throughout NSW and include the NSW.net service enabling internet connections and access to online databases.				
<b>3. Revenue</b>				
<b>(a) Sale of goods and services</b>				
Sale of goods				
Library Shop sales	476	543	476	543
Other sales	990	1,169	990	1,169
Rendering of services				
Fees	274	206	274	206
Admissions	91	138	91	138
Total sale of goods and services income	<b>1,831</b>	2,056	<b>1,831</b>	2,056
<b>(b) Investment revenue</b>				
Interest received	451	529	431	483
Distribution from TCorp Hour Glass	913	848	359	342
Gains/(losses) on financial assets at fair value	964	908	361	353
Rent	216	170	216	170
Royalties	147	53	147	53
Total investment revenue	<b>2,691</b>	2,508	<b>1,514</b>	1,401

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
<b>3. Revenue (continued)</b>				
<b>(c) Grants and contributions</b>				
Government contributions				
Grants for operating activities	<b>68,260</b>	64,204	<b>68,260</b>	64,204
Grants for capital activities	<b>18,347</b>	17,804	<b>18,347</b>	17,804
	<b>86,607</b>	82,008	<b>86,607</b>	82,008
Personnel services benefits and liabilities provided free of charge by NSW Treasury/DTIRIS				
Superannuation- defined benefit	-	670	-	670
Long service leave	-	653	-	653
Payroll tax	-	36	-	36
	-	1,359	-	1,359
Total grants from NSW Treasury/DTIRIS	<b>86,607</b>	83,367	<b>86,607</b>	83,367
Personnel services benefits and liabilities provided free of charge by Library Council of New South Wales Staff Agency				
Superannuation- defined benefit	-	-	<b>918</b>	324
Long service leave	-	-	<b>2,171</b>	839
Payroll tax	-	-	<b>47</b>	18
	-	-	<b>3,136</b>	1,181
Acceptance by the Crown Entity of employee benefits and Other liabilities				
Superannuation-defined benefit	<b>918</b>	324	-	-
Long service leave	<b>2,171</b>	839	-	-
Payroll tax	<b>47</b>	18	-	-
	<b>3,136</b>	1,181	-	-

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
<b>3. Revenue (continued)</b>				
<b>(c) Grants and contributions (continued)</b>				
Other grants and contributions				
Ashurst (previously Blake Dawson)	18	19	-	-
Capital Campaign – Discover Collections web design project	95	63	-	-
Law Society of NSW Public Purpose Fund	-	750	-	750
Michael Crouch	350	350	-	-
Office of Veterans' Affairs	50	-	50	-
NSW Ministry of Health	162	158	162	158
NSW Trade and Investment	158	158	158	158
Office of Communities	-	50	-	50
Premier's Award Funding	325	325	325	325
Services received free of charge	-	450	-	450
Bequests	227	116	-	-
Donations of Original Material at Fair Value	46	727	46	727
Custodians Contributions	162	179	-	-
Macquarie Group Foundation	-	100	-	-
Contribution from State Library of NSW Foundation	-	-	2,139	2,223
News Ltd	227	227	-	-
Veolia Environmental Services (Australia)	200	-	-	-
Bellaberi Foundation	-	100	-	-
Other donations and grants	1,929	1,482	174	69
Total other grants and contributions	3,949	5,254	3,054	4,910
Total grants and contributions	93,692	89,802	92,797	89,458
<b>(d) Other revenue</b>				
Franking credit refund	23	57	-	33
Member subscriptions	114	81	-	-
Other	453	140	453	140
Total other revenue	590	278	453	173
<b>4. Gain/(Loss) on disposal</b>				
Property, plant and equipment	(1,058)	(14)	(1,058)	(14)
Total gain/(loss) on disposal	(1,058)	(14)	(1,058)	(14)

Loss on disposal in the year 2014/15 included a theft of a coin collection valued at \$0.9 million, from a display in a public gallery at the Library which has been taken up as loss on disposal. The matter is not finalised and the Library is pursuing either an insurance settlement or a return of the coins (Note 13).

# Notes to the financial statements

for the year ended 30 June 2015

## 5. The State Library of New South Wales Foundation

At 30 June 2015 the Foundation had \$16.9 million in net assets (2014: \$15.2 million). During the year the Foundation made a total contribution of \$2.1 million to the State Library (2014: \$2.2 million).

## 6. Conditions of contributions

The balance of conditional contributions received that were not spent at the end of year amounted to \$0.6 million (2014: \$0.7 million).

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
<b>7. Cash and cash equivalents</b>				
Cash at bank and on hand	5,900	4,024	4,545	3,206
Total cash and cash equivalents	<b>5,900</b>	<b>4,024</b>	<b>4,545</b>	<b>3,206</b>

For the purpose of the statement of cash flows, cash and cash equivalents include cash at bank, cash on hand, short-term deposits and bank overdraft.

## 8. Trade and other receivables

Sale of goods and services	145	191	145	191
Less: Allowance for impairment	(28)	(34)	(28)	(34)
Other debtors	75	24	53	24
DTIRIS – long service leave	-	187	-	-
State Library of New South Wales Foundation	-	-	636	118
State Library of New South Wales Staff Agency	-	-	-	187
Prepayments	608	597	608	597
Australian Taxation Office – GST recoverable	904	591	900	591
Total trade and other receivables	<b>1,704</b>	<b>1,556</b>	<b>2,314</b>	<b>1,674</b>

### Movement in the allowance for impairment

Balance at 1 July	34	26	34	26
Amounts written off during the year	-	-	-	-
Amounts recovered during the year	-	-	-	-
Increase/(decrease) in allowance recognised in profit or loss	(6)	8	(6)	8
Balance at 30 June	<b>28</b>	<b>34</b>	<b>28</b>	<b>34</b>

Details regarding credit risk, liquidity risk and market risk, including financial assets that are either past due or impaired, are disclosed at Note 23.

## 9. Inventories

Held for resale finished goods (Library Shop) – at cost	214	197	214	197
	<b>214</b>	<b>197</b>	<b>214</b>	<b>197</b>

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
<b>10. Financial assets at fair value through profit or loss</b>				
<b>(a) Current assets</b>				
TCorp Hour Glass Medium Term Growth facilities	3,868	1,381	272	222
	<b>3,868</b>	1,381	<b>272</b>	222
<b>(b) Non-current assets</b>				
TCorp Hour Glass Medium Term Growth facilities	22,851	22,896	10,224	9,554
	<b>22,851</b>	22,896	<b>10,224</b>	9,554
Total financial assets at fair value through profit or loss	<b>26,719</b>	24,277	<b>10,496</b>	9,776
<b>(c) Reconciliation of financial assets</b>				
Carrying amount at the start of the year	24,277	22,572	9,776	9,081
Additions	1,665	808	-	-
Distributions	913	848	359	342
Disposals	(1,100)	(859)	-	-
Revaluation gain/(loss) of financial instruments at fair value through profit or loss	964	908	361	353
Carrying amount at the end of the year	<b>26,719</b>	24,277	<b>10,496</b>	9,776

Refer to Note 23 for further information regarding fair value measurement, credit risk, liquidity risk and market risk arising from financial instruments.

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015 \$'000	2014 \$'000	2015 \$'000	2014 \$'000
<b>11. Property, plant and equipment</b>				
<b>(a) Land and Buildings</b>				
Land				
At gross carrying amount	<b>68,182</b>	68,182	<b>68,182</b>	68,182
Net carrying amount at fair value	<b>68,182</b>	68,182	<b>68,182</b>	68,182
Buildings				
At gross carrying amount	<b>226,517</b>	224,339	<b>226,517</b>	224,339
Less accumulated depreciation	<b>(51,896)</b>	(49,431)	<b>(51,896)</b>	(49,431)
Net carrying amount at fair value	<b>174,621</b>	174,908	<b>174,621</b>	174,908
Total land and buildings	<b>242,803</b>	243,090	<b>242,803</b>	243,090
<b>(b) Plant and equipment</b>				
Computer equipment				
At gross carrying amount	<b>6,492</b>	5,537	<b>6,492</b>	5,537
Less accumulated depreciation	<b>(3,514)</b>	(2,327)	<b>(3,514)</b>	(2,327)
Net carrying amount at fair value	<b>2,978</b>	3,210	<b>2,978</b>	3,210
Other plant and equipment				
At gross carrying amount	<b>15,563</b>	14,371	<b>15,563</b>	14,371
Less accumulated depreciation	<b>(7,488)</b>	(6,684)	<b>(7,488)</b>	(6,684)
Net carrying amount at fair value	<b>8,075</b>	7,687	<b>8,075</b>	7,687
Library collection				
At gross carrying amount	<b>3,152,539</b>	2,182,430	<b>3,152,539</b>	2,182,430
Less accumulated depreciation	<b>(1,142)</b>	(37,812)	<b>(1,142)</b>	(37,812)
Net carrying amount at fair value	<b>3,151,397</b>	2,144,618	<b>3,151,397</b>	2,144,618
Total plant and equipment	<b>3,162,450</b>	2,155,515	<b>3,162,450</b>	2,155,515
<b>(c) Work in progress</b>	<b>7,391</b>	14,417	<b>7,391</b>	14,417
Total property, plant and equipment	<b>3,412,644</b>	2,413,022	<b>3,412,644</b>	2,413,022

The Collection assets revaluation was completed as at 30 April 2015 financial year. Revaluation is required by AASB 116 on or before 2019/20 year (refer note 1(g)iii).

Collection assets were revalued using the market approach, where any accumulated depreciation must be eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount (in accordance with AASB116.35(b)). The revaluation resulted in an increase of the net carrying amount of \$1,009.4 million with no accumulated depreciation stated for Collection Assets as at 30 April 2015. The depreciation expense for Collection assets for the 2014/15 year was \$8.4 million and is included in the total depreciation charge of \$14.2 million shown in the Statement of Comprehensive Income.

Land and Buildings were revalued as at 31 January 2014 using the cost approach, where the gross amount and the related accumulated depreciation were separately proportionally restated (in accordance with AASB116.35(a)). The revaluation resulted in an increase to net carrying amount of \$34.1 million.

# Notes to the financial statements

for the year ended 30 June 2015

## 12. Intangible Assets

	Consolidated		Parent Entity	
	2015 \$'000	2014 \$'000	2015 \$'000	2014 \$'000
Cost (gross carrying amount)	35,656	21,473	35,656	21,473
Accumulated amortisation and impairment	-	-	-	-
Net carrying amount	<b>35,656</b>	<b>21,473</b>	<b>35,656</b>	<b>21,473</b>

The Electronic Records Project (creation of an electronic collection catalogue) was first capitalised in 2013/2014 as an intangible asset. The E-records project was completed in April 2014, of which \$21.5 million were capitalised as intangible assets. The intangible asset is the outcome of a project to create an online collection catalogue available to Library clients and improvement to collection retrieval and management processes.

The catalogue, built on knowledge and skills, is regularly updated for acquisitions and disposals. It therefore has an ongoing useful life. Hardware and software platforms may be upgraded due to technological obsolescence; however, the information created by the project has an indefinite useful life and is therefore not amortised.

The Digitization of Collection Project commenced in 2012/13. It will result in digital images of all collection items being created. The availability of these images will allow research to be carried out externally and increase access to information. As they become available to the public these digital images are capitalised. As at 30<sup>th</sup> June 2015 \$14.2 million has been capitalised as intangible assets. These digital assets have an existence and utility separate from the actual physical collection assets.

The Digitization of Collection once completed, will be regularly updated for acquisitions and disposals and therefore information has an infinite useful life and is not amortized.

The intangible assets were tested for impairment at the end of 2014/2015 financial year and will continue to be tested annually in the future.

# Notes to the financial statements

for the year ended 30 June 2015

## 13. Reconciliation of property, plant & equipment, collection assets and intangible assets

### 2015 Consolidated (including parent at same values)

Reconciliations of the carrying amounts of each class of property, plant and equipment and collection assets at the beginning and end of the current financial year are set out below.

2015	Land	Building	Computer Equipment	Plant & Equipment	Library Collection	Intangible Assets	Work in Progress	Total
At Fair Value	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Net carrying amount at start of year	68,182	174,908	3,210	7,687	2,144,618	21,473	14,417	2,434,495
Additions	-	-	-	8	6,670	-	12,897	19,575
Donated materials revalued at fair value	-	-	-	-	46	-	-	46
Revaluation – gross carrying amount	-	-	-	-	964,335	-	-	964,335
Revaluation – accumulated depreciation	-	-	-	-	45,113	-	-	45,113
Disposals	-	-	(285)	(1,138)	(941)	-	-	(2,364)
Disposals – accumulated depreciation	-	-	213	1,093	-	-	-	1,306
Depreciation charge	-	(2,465)	(1,400)	(1,897)	(8,444)	-	-	(14,206)
Transfer from WIP to asset account	-	2,178	1,240	2,322	-	14,183	(19,923)	-
Net carrying amount at end of year	68,182	174,621	2,978	8,075	3,151,397	35,656	7,391	3,448,300

During the year, original materials valued at \$0.05 million were donated to the Library. (2014: \$0.7 million) included in note 3.

The Collection Assets were revalued on 30 April 2015. Accumulated depreciation was netted against gross book value prior to revaluation. The net value was then uplifted to the value provided by the independent valuer (AASB116). Therefore the revaluation resulted in an increase of the net carrying amount of \$1,009 million with no accumulated depreciation stated for Library Collection as at 30 April 2015. Depreciation expense for Collection Assets for 2014/15 was \$8.4 million and is included in the total depreciation charge of \$14.2 million shown in the Statement of Comprehensive Income.

During the year, there was a theft of a coin collection valued at \$0.9 million, from a display in a public gallery at the Library which has been taken up as loss on disposal. The matter is not finalised and the Library is pursuing either an insurance settlement or a return of the coins (Note 4).

# Notes to the financial statements

for the year ended 30 June 2015

## 13. Reconciliation of property, plant & equipment and collection assets (continued)

### 2014 Consolidated (including parent at same values)

2014	Land	Building	Computer Equipment	Plant & Equipment	Library Collection	Intangible Assets	Work in Progress	Total
At Fair Value	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Net carrying amount at start of year	64,682	144,586	827	6,694	2,145,582	-	31,144	2,393,515
Additions	-	-	-	38	7,341	-	13,075	20,454
Donated materials revalued at fair value	-	-	-	-	727	-	-	727
Revaluation – gross carrying amount	3,500	14,673	-	-	-	-	-	18,173
Revaluation – accumulated depreciation	-	15,880	-	-	-	-	-	15,880
Disposals	-	-	(1,213)	(1,033)	-	-	-	(2,246)
Disposals – accumulated depreciation	-	-	1,203	1,029	-	-	-	2,232
Depreciation charge	-	(2,074)	(1,353)	(1,781)	(9,032)	-	-	(14,240)
Transfer from WIP to asset account	-	1,843	3,746	2,740	-	21,473	(29,802)	-
Net carrying amount at end of year	68,182	174,908	3,210	7,687	2,144,618	21,473	14,417	2,434,495

Land and Buildings were revalued as at 31 January 2014 resulting in an increase to net carrying amount of \$34.1 million.

# Notes to the financial statements

for the year ended 30 June 2015

## 14. Fair value measurement of non-financial assets

### (a) Fair value hierarchy (including parent at same values)

	Level 1	Level 2	Level 3	Total fair value
	\$'000	\$'000	\$'000	\$'000
<b>Property, plant and equipment</b> <b>(Note 11)</b>				
<b>Fair value as at 30 June 2015</b>				
Collection assets	-	3,151,397	-	3,151,397
Land	-	68,182	-	68,182
Buildings	-	-	174,621	174,621
	-	<b>3,219,579</b>	<b>174,621</b>	<b>3,394,200</b>
<b>Fair value as at 30 June 2014</b>				
Collection assets	-	2,144,618	-	2,144,618
Land	-	68,182	-	68,182
Buildings	-	-	174,908	174,908
	-	<b>2,212,800</b>	<b>174,908</b>	<b>2,387,708</b>

There were no transfers between Level 1 or 2 in these periods.

### (b) Valuation techniques, inputs and processes

The Library uses the following hierarchy for disclosing the fair value of Land, Buildings and Collection Assets by valuation technique:

- Level 1 – Derived from quoted prices in active markets for identical assets/liabilities.
- Level 2 – Derived from inputs other than quoted prices that are observable directly or indirectly.
- Level 3 – Derived from valuation techniques that include inputs for the asset/liability not based on observable market data (unobservable inputs)

The fair value of land and buildings is determined from market-based evidence. Fair value is measured having regard to the 'highest and best use' only when there exist feasible alternative uses in the existing natural, legal, financial and socio-political environment and the alternative users are feasible within the near future. Where there are natural, legal, financial or socio-political restrictions on use and disposal of an asset, such that there is no alternative use in the relatively near future, such an asset should be valued at fair value for its existing use.

# Notes to the financial statements

for the year ended 30 June 2015

## 14. Fair value measurement of non-financial assets (continued)

### (b) Valuation techniques, inputs and processes (continued)

When establishing the fair value of the land, 'value in use' has been taken into account. The land has been valued using the direct comparison approach. The market evidence is of transactions of land within Sydney CBD and fringe commercial areas.

The fair value of Macquarie Building was measured by its depreciable replacement cost. The Mitchell Building has been valued based on their structure, fabric and finishes as a heritage structure.

The Collection Assets were revalued in April 2015. Values were based on market observations of prices for sales of collection items that were the same as or similar to items in the Library Collection. Where the sales of comparable items were similar to the collection items, the collection items' values were adjusted based on the comparative level of significance of the collection items and observed item sales. A number of market observations were used to determine the level of adjustment required for difference in the level of significance of observed items sold and the collection items.

The valuation was conducted by independent registered professional valuers who applied the methodology adopted in previous valuations. Due to the scale of the collection, two techniques were used. All assets of high value (exceeding \$30,000) were individually valued. Other assets were valued by stratified sampling across established collection categories that are relatively homogeneous in value. Sample sizes and relative standard error were calculated by an independent professional statistician engaged by the valuers with the aim of ensuring that the relative standard error was within the specified 10% range. Average values of the sample items within each category are then multiplied by the population size to calculate the total valuation of each category with individually valued items excluded.

Certain items held by the Library are not included in the collection valuation as insufficient information is currently available to reliably measure their value.

### (c) Reconciliation of recurring Level 3 fair value measurements

	<b>Buildings</b>	<b>Total recurring</b>
	<b>\$'000</b>	<b>Level 3 fair value</b>
		<b>\$'000</b>
Fair value as at 1 July 2014	174,908	174,908
Additions	2,178	2,178
Revaluation increments/decrements recognised in other comprehensive income – included in the line item ' Net increase/(decrease) in property, plant and equipment revaluation surplus'	-	-
Disposals	-	-
Depreciation	(2,465)	(2,465)
Fair value as at 30 June 2015	<b>174,621</b>	<b>174,621</b>

# Notes to the financial statements

for the year ended 30 June 2015

## 14. Fair value measurement of non-financial assets (continued)

### (c) Reconciliation of recurring Level 3 fair value measurements (continued)

	Buildings \$'000	Total recurring Level 3 fair value \$'000
Fair value as at 1 July 2013	144,586	144,586
Additions	1,843	1,843
Revaluation increments/decrements recognised in other comprehensive income – included in the line item ' Net increase/(decrease) in property, plant and equipment revaluation surplus'	30,553	30,553
Disposals	-	-
Depreciation	(2,074)	(2,074)
Fair value as at 30 June 2014	<u>174,908</u>	<u>174,908</u>

## 15. Restricted assets

The Library has assets valued at \$14.3 million as at 30 June 2015 (2014: \$17.1 million) which were originally received as bequests and other contributions. They are under different levels of restriction according to the conditions stipulated in the relevant documents. These assets have been invested with TCorp Hour Glass investment facilities

# Notes to the financial statements

for the year ended 30 June 2015

	Consolidated		Parent Entity	
	2015 \$'000	2014 \$'000	2015 \$'000	2014 \$'000
<b>16. Trade and other payables</b>				
<b>Current</b>				
Trade payables	4,993	3,393	4,983	3,393
Accrued payables	3,868	3,058	2,711	2,131
State Library of New South Wales Foundation	-	-	-	7
State Library of New South Wales Staff Agency	-	-	4,829	4,604
Income received in advance	162	-	162	-
	<b>9,023</b>	<b>6,451</b>	<b>12,685</b>	<b>10,135</b>
<b>Non-Current</b>				
State Library of New South Wales Staff Agency	-	-	89	47
	-	-	89	47
<b>17. Current/ Non-Current Liabilities- Provisions</b>				
Reconciliation of employee related and on-costs				
<b>Current</b>				
Recreation leave	2,371	2,376	-	-
Consequential liabilities	1,320	1,316	-	-
	<b>3,691</b>	<b>3,692</b>	-	-
<b>Non-Current</b>				
Consequential liabilities	89	47	-	-
	<b>89</b>	<b>47</b>	-	-

# Notes to the financial statements

for the year ended 30 June 2015

Consolidated		Parent Entity	
2015	2014	2015	2014
\$'000	\$'000	\$'000	\$'000

## 18. Commitments for expenditure

### (a) Capital Commitments

Aggregate capital expenditure for the acquisition of general capital items contracted for at balance date and not provided for:

Not later than one year	<b>4,552</b>	1,477	<b>4,552</b>	1,477
Total (including GST)	<b>4,552</b>	1,477	<b>4,552</b>	1,477

### (b) Other Expenditure Commitments

Aggregate other expenditure for the acquisition of offsite storage and other general items contracted for at balance date and not provided for:

Not later than one year	<b>6,197</b>	4,223	<b>6,197</b>	4,223
Later than one year and not later than 5 years	<b>13,446</b>	9,423	<b>13,446</b>	9,423
Later than 5 years	<b>3,110</b>	7,125	<b>3,110</b>	7,125
Total (including GST)	<b>22,753</b>	20,771	<b>22,753</b>	20,771

## 19. Contingent assets and liabilities

The Library Council is not aware of any contingent liabilities relevant to its activities as at 30 June 2015 (2014: nil).

The theft of a coin collection valued at \$0.9 million, which were recognised as loss in current year (Note 4 and 13), may result in contingent assets as at 30 June 2015 recoverable through an insurance settlement or a return of the coins (2014: nil).

# Notes to the financial statements

for the year ended 30 June 2015

## 20. Budget Review

The Budget used for comparative purposes is the budget agreed between the NSW Treasury and the Library. It has been realigned to facilitate comparison with actual personnel services/employee related expenses as included in the Statement of Financial Performance.

### Net Result

The net result is \$4.5 million above budget.

Additional Grants of \$3.9 million were received which included funding for restructuring costs incurred in 2013/14 and capital funding carried forward from 2013/14.

Depreciation charges were lower than budgeted as projects were completed later than anticipated.

### Assets and Liabilities

Net assets were \$1.0 billion above budget due to the revaluation of the collection at April 2015.

### Cash flows

Net cash movement was \$2.7 million improved on budget as cash payments on property, plant and equipment were lower.

## 21. Reconciliation of cash flows from operating activities to net result

	Consolidated		Parent Entity	
	2015	2014	2015	2014
	\$'000	\$'000	\$'000	\$'000
Net cash flows from operating activities	19,484	12,431	18,382	12,645
<b>Non-cash items</b>				
Depreciation	(14,206)	(14,240)	(14,206)	(14,240)
Written down value of disposals	(1,058)	14	(1,058)	14
Donation of original material at fair value	46	727	46	727
Service received free of charge	-	450	-	450
Gains/(losses) on investment in financial instruments	1,877	1,756	720	695
(Increase)/decrease in payables	(81)	3,584	(60)	3,577
Increase/(decrease) in receivables	148	(1,347)	640	(1,576)
Increase/(decrease) in inventory	17	(27)	17	(27)
<b>Net result</b>	<b>6,227</b>	<b>3,348</b>	<b>4,481</b>	<b>2,265</b>

## 22. Non-cash financing and investing activities

Non-cash financing and investing activities represented donated materials during the year of \$46,000. (2014: \$727,000).

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management

The Library's principal financial instruments, which are identified below, arise directly from the Library's operations or are required to finance the Library's operations. The Library does not enter into or trade financial instruments, including derivative financial instruments, for speculative purposes. The Library's primary investments are placed with NSW Treasury Corporation (TCorp).

The Library's main risks arising from financial instruments are outlined below together with the Library's policies for measuring and managing risk. Further qualitative and quantitative disclosures are included throughout these financial statements.

The State Librarian & Chief Executive, Library Council and Audit & Risk Committee have overall responsibility for the establishment and oversight of risk management and review and agree policies for managing each of these risks. Risk management policies are established to identify and analyse the risks faced by the entity through formalised treasury risk management policies to set risk limits and controls, and to monitor risks. Compliance with policies is reviewed by the State Librarian & Chief Executive, Library Council and Audit & Risk Committee on a continuous basis.

### a. Financial instruments categories

Financial Instrument Categories	Note	Category	Consolidated Carrying Amount		Parent Entity Carrying Amount	
			2015 \$'000	2014 \$'000	2015 \$'000	2014 \$'000
<b>Financial Assets Class</b>						
Cash and cash equivalents	7	N/A	5,900	4,024	4,545	3,206
Receivables (1)	8	Loans and receivables (at amortised cost)	118	157	754	463
Financial assets at fair value**	10(a) 10(b)	At fair value through profit or loss	26,719	24,277	10,496	9,776
<b>Financial Liabilities Class</b>						
Payables (2)	16	Financial liabilities measured at amortised cost	7,723	5,516	12,613	10,158

1 Receivables excludes prepayments of \$0.6 million, long service leave owed by the Crown Nil, and statutory receivables of \$1.0 million (2014: \$0.6 million, \$0.2 million and \$0.6 million respectively) as these items are not within scope of AASB 7.

2 Payables excludes unearned revenue \$0.2 million and statutory payables \$5.0 million (2014: nil and \$4.7 million) as these items are not within the scope of AASB 7.

\*\*The average rate of return for financial assets at fair value held in the TCorp Hour-Glass Investment Facility for the 2015 year was 7.37% (2014: 7.65%).

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### b. Credit risk

Credit risk arises where there is the possibility of the Library's debtors defaulting on their contractual obligations, resulting in a financial loss to the Library. The Library's maximum exposure to credit risk is represented by the carrying amounts of the financial assets (net of any allowance or impairment).

Credit risk can also arise from the financial assets of the Library, including cash, receivables and authority deposits. No collateral is held by the Library. It has not granted any financial guarantees.

Credit risk associated with the Library's financial assets, other than receivables, is managed through the selection of counterparties and establishment of minimum credit rating standards.

#### Cash

Cash comprises cash on hand, bank balances and term deposits within the NSW Treasury Banking System. Interest is earned on daily at call balances at the monthly average NSW Treasury Corporation (TCorp) 11am unofficial cash rate, adjusted for a management fee to NSW Treasury and Westpac Banking Corporation daily balances. The TCorp Hour Glass cash facility is discussed in paragraph d below.

#### Receivables

The only financial assets that are past due or impaired are 'Sales of goods and services' in the 'Receivables' category of the Statement of Financial Position as per the table below.

	Consolidated total	Parent total	Consolidated past due but not impaired	Consolidated considered impaired	Parent past due but not Impaired	Parent considered impaired
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2015</b>						
< 3 months overdue	131	131	-	14	-	14
3 - 6 months overdue	4	4	-	4	-	4
> 6 months overdue	10	10	-	10	-	10
<b>Total</b>	<b>145</b>	<b>145</b>	<b>-</b>	<b>28</b>	<b>-</b>	<b>28</b>
<b>2014</b>						
< 3 months overdue	152	152	147	5	147	5
3 - 6 months overdue	19	19	8	11	8	11
> 6 months overdue	20	20	2	18	2	18
<b>Total</b>	<b>191</b>	<b>191</b>	<b>157</b>	<b>34</b>	<b>157</b>	<b>34</b>

#### Notes

- Each column in the table reports "gross receivables".
- The ageing analysis excludes statutory receivables, as these are not within the scope of AASB 7. Therefore, the "total" will not reconcile to the total receivables recognised in the statement of financial position.

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### b. Credit risk (continued)

#### Authority Deposits

The entity may place funds on deposit with TCorp, which has been rated 'AAA' by Standard and Poor's. These deposits are similar to money market or bank deposits and can be placed 'at call' or for a fixed term. For fixed term deposits, the interest rate payable by TCorp is negotiated initially and is fixed for the term of the deposit, while the interest rate payable on at call deposits can vary. During 2014/2015, the entity did not have term deposits or deposits at call.

### c. Liquidity risk

Liquidity risk is the risk that the Library will not be able to meet its payment obligations when they fall due. The Library continually manages this risk through monitoring its cash flows and maintaining sufficient cash and cash equivalents to meet projected outgoings. The Library's exposure to liquidity risk is considered insignificant based on the data from prior periods and the current assessment of risk.

The liabilities are recognised for amounts due to be paid in the future for goods or services received, whether or not invoiced. Amounts owing to suppliers (which are unsecured) are settled in accordance with the policy set out in NSW TC 11/12. For small business suppliers, where terms are not specified, payment is made not later than 30 days from date of receipt of a correctly rendered invoice. For other suppliers, if trade terms are not specified, payment is made no later than the end of the month following the month in which an invoice or a statement is received. For small business suppliers, where payment is not made within the specified time period, simple interest must be paid automatically unless an existing contract specifies otherwise. For payments to other suppliers, the Head of an authority (or a person appointed by the Head of an authority) may automatically pay the supplier simple interest. The rate of interest applied during the year was 10.61% (2014: 10.63%).

The table below summarises the maturity profile of the Library's financial liabilities, together with the interest rate exposure.

Consolidated	\$'000						
	Interest Rate Exposure				Maturity Dates		
	Nominal Amount	Fixed Interest Rate	Variable Interest Rate	Non-Interest Bearing	< 1 Year	1-5 Years	> 5 Years
<b>2015</b>							
<b>Payables</b>	<b>7,723</b>	-	-	<b>7,723</b>	<b>7,723</b>	-	-
<b>2014</b>							
<b>Payables</b>	<b>5,516</b>	-	-	<b>5,516</b>	<b>5,516</b>	-	-

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### c. Liquidity risk (continued)

Parent Entity	\$'000						
	Interest Rate Exposure				Maturity Dates		
	Nominal Amount	Fixed Interest Rate	Variable Interest Rate	Non-Interest Bearing	< 1 Year	1-5 Years	> 5 Years
2015							
Payables	12,613	-	-	12,613	12,613	-	-
2014							
Payables	10,158	-	-	10,158	10,158	-	-

### d. Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Library's exposures to market risk are primarily through interest rate risk on borrowings and other price risks associated with the movement in the unit price of TCorp's Hour Glass investment facilities. The Library has no borrowings and does not enter into commodity contracts. The Library's exposure to interest rate risk is set out below.

#### Interest rate

Consolidated	2015	Carrying Amount \$'000	-1%	-1%	1%	1%
			Profit \$'000	Equity \$'000	Profit \$'000	Equity \$'000
<b>Financial assets:</b>						
Cash and cash equivalents		5,900	(59)	(59)	59	59
Receivables		118	-	-	-	-
Financial assets at fair value		26,719	-	-	-	-
<b>Financial liabilities:</b>						
Payables		7,723	-	-	-	-

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### d. Market risk (continued)

#### Interest rate (continued)

			-1%	-1%	1%	1%
Consolidated	2014	Carrying Amount	Profit	Equity	Profit	Equity
		\$'000	\$'000	\$'000	\$'000	\$'000
<b>Financial assets:</b>						
Cash and cash equivalents		4,024	(40)	(40)	40	40
Receivables		157	(2)	(2)	2	2
<b>Financial liabilities:</b>						
Financial assets at fair value		24,277	(243)	(243)	243	243
Payables		5,516	(55)	(55)	55	55

			-1%	-1%	1%	1%
Parent Entity	2015	Carrying Amount	Profit	Equity	Profit	Equity
		\$'000	\$'000	\$'000	\$'000	\$'000
<b>Financial assets:</b>						
Cash and cash equivalents		4,545	(45)	(45)	45	45
Receivables		754	-	-	-	-
Financial assets at fair value		10,496	-	-	-	-
<b>Financial liabilities:</b>						
Payables		12,613	-	-	-	-

			-1%	-1%	1%	1%
Parent Entity	2014	Amount	Profit	Equity	Profit	Equity
		\$'000	\$'000	\$'000	\$'000	\$'000
<b>Financial assets:</b>						
Cash and cash equivalents		3,206	(32)	(32)	32	32
Receivables		463	(5)	(5)	5	5
Financial assets at fair value		9,776	(98)	(98)	98	98
<b>Financial liabilities:</b>						
Payables		10,158	(101)	(101)	101	101

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### d. Market risk (continued)

#### Other price risk – TCorp Hour-Glass Facilities

The Library is exposed to price risk primarily through its investment in the TCorp Hour Glass investment facilities, which are held for strategic rather than trading purposes. The entity has no direct equity investments. The entity holds units in the following Hour Glass investment trusts.

Consolidated Facility	Investment Sectors	Investment Horizon	2015 \$'000	2014 \$'000
Medium-term growth facility	Cash, money market instruments, Australian bonds, listed property, Australian and international shares	3 years to 7 years	26,719	24,277

Parent Entity Facility	Investment Sectors	Investment Horizon	2015 \$'000	2014 \$'000
Medium-term growth facility	Cash, money market instruments, Australian bonds, listed property, Australian and international shares	3 years to 7 years	10,496	9,776

The unit price of each facility is equal to the total fair value of the net assets held by the facility divided by the number of units on issue for that facility. Unit prices are calculated and published daily.

NSW TCorp is trustee for each of the above facilities and is required to act in the best interest of the unit holders and to administer the trusts in accordance with the trust deeds. As trustee, TCorp has appointed external managers to manage the performance and risks of each facility in accordance with a mandate agreed by the parties. However, TCorp acts as manager for part of the Cash and Strategic Cash Facilities and also manages the Australian Bond portfolio. A significant portion of the administration of the facilities is outsourced to an external custodian.

Investment in the Hour Glass facilities limits the entity's exposure to risk, as it allows diversification across a pool of funds with different investment horizons and a mix of investments.

NSW TCorp provides sensitivity analysis information for each of the Investment facilities, using historically based volatility information collected over a ten year period, quoted at two standard deviations (i.e. 95% probability). The TCorp Hour-Glass Investment facilities are designated at fair value through profit or loss and therefore any change in unit price impacts directly on profit (rather than equity). A reasonably possible change is based on the percentage change in unit price (as advised by TCorp) multiplied by the redemption value as at 30 June each year for each facility (balance from Hour Glass statement).

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### d. Market risk (continued)

#### Other price risk – TCorp Hour-Glass Facilities (continued)

Consolidated	Change in unit price	Impact on profit/loss	
		2015	2014
Facility		\$'000	\$'000
Hour-Glass Investment - Medium-term growth facility	+/-6%	1,603/(1,603)	1,457/(1,457)

Parent Entity	Change in unit price	Impact on profit/loss	
		2015	2014
Facility		\$'000	\$'000
Hour-Glass Investment - Medium-term growth facility	+/-6%	630/(630)	587/(587)

### e. Fair value measurement

#### (i) Fair value compared to carrying amount

Financial instruments are generally recognised at cost, with the exception of the TCorp Hour Glass facilities, which are measured at fair value..

The amortised cost of financial instruments recognised in the statement of financial position approximates the fair value, because of the short-term nature of many of the financial instruments.

#### (ii) Fair value recognised in the statement of financial position

The Library uses the following hierarchy for disclosing the fair value of financial instruments by valuation technique:

- Level 1 – Derived from quoted prices in active markets for identical assets/liabilities.
- Level 2 – Derived from inputs other than quoted prices that are observable directly or indirectly.
- Level 3 – Derived from valuation techniques that include inputs for the asset/liability not based on observable market data (unobservable inputs)

# Notes to the financial statements

for the year ended 30 June 2015

## 23. Financial instruments and risk management (continued)

### e. Fair value measurement (continued)

#### (ii) Fair value recognised in the statement of financial position (continued)

2015 Financial assets At fair value	Consolidated				Parent Entity			
	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	2015 Total \$'000	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	2015 Total \$'000
TCorp Hour-Glass Investment Facility	-	26,719	-	26,719	-	10,496	-	10,496
<b>Total</b>	-	<b>26,719</b>	-	<b>26,719</b>	-	<b>10,496</b>	-	<b>10,496</b>

2014 Financial assets At fair value	Consolidated				Parent Entity			
	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	2014 Total \$'000	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	2014 Total \$'000
TCorp Hour-Glass Investment Facility	-	24,277	-	24,277	-	9,776	-	9,776
<b>Total</b>	-	<b>24,277</b>	-	<b>24,277</b>	-	<b>9,776</b>	-	<b>9,776</b>

The table above includes only financial assets, as no financial liabilities were measured at fair value in the statement of financial position.

There were no transfers between level 1 and 2 during the period ended 30 June 2015.

The value of the Hour-Glass Investments is based on the entity's share of the value of the underlying assets of the facility, based on the market value. All of the Hour-Glass facilities are valued using 'redemption' pricing.

## 24. Events after the reporting period

The Library has not identified any event or transaction that is sufficiently material to require adjustment or disclosure in the financial statements.

# Notes to the financial statements

for the year ended 30 June 2015

## 25. Disclosure under *Charitable Fundraising Act 1991*

Fundraising appeals conducted by the Foundation during the year included the campaign for the website digitisation development and other projects. The Foundation has authority to act as a fundraising entity under the *Charitable Fundraising Act 1991*. Comparisons of certain monetary figures and percentages in accordance with the requirements of the *Charitable Fundraising Act 1991* are set out below:

	2015	2014
	\$'000	\$'000
<b>Result of fundraising appeals</b>		
Aggregate gross income from fundraising (note 3b (i))	2,806	2,452
Less total direct cost of fundraising (note 2a & 2b (i))	(251)	(253)
<b>Net surplus from fundraising</b>	<b>2,555</b>	<b>2,199</b>

	2015		2014	
Total costs of fundraising/aggregate gross income from fundraising	251/2,806	9%	253/2,452	10%
Net surplus from fundraising/aggregate gross income from fundraising	2,555/2,806	91%	2,199/2,452	90%
Total cost of services provided/total expenditure	251/2,625	10%	253/2,696	9%
Total costs of services provided/total gross income received	251/4,348	6%	253/3,779	7%

There is no information of a material matter or occurrence to report.

Fundraising income includes donations, sponsorships and funds raised for Discover Collections digitisation. Where funding is received for specific projects, these projects may not be completed by the end of the year in which the funds are received. A balance of unspent funds of \$2,952 thousand for projects not completed by 30th June 2015 is represented by cash, cash equivalents and TCorp Hour-Glass investment facilities.

**End of audited financial statements**



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