



 **State Library**
OF WESTERN AUSTRALIA



Annual Report 2018–2019

of the Library Board of Western Australia
67th Annual Report of the Board



The State Library of Western Australia

Annual Report 2018–2019

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HOURS OF OPENING

Monday to Thursday 9.00am–8.00pm
Friday 9.00am–5.30pm
Saturday and Sunday 10.00am–5.30pm
Public Holidays Closed



Cover

More than one million people visit the State Library in person each year. This year, the cover features some of the Humans of the Library. Read what the Library means to them within this report.

This annual report, or any part of it, can be made available in other formats on request. It may be copied in whole or in part for non-commercial purposes provided that the State Library is appropriately acknowledged. Annual reports for previous years can be found at slwa.wa.gov.au

The State Library of Western Australia acknowledges the traditional owners of Country throughout Western Australia and their continuing connection to land and culture. We pay our respects to Elders past, present and emerging. The Library is honoured to be located on Whadjuk Country, the ancestral lands of the Noongar people.

Aboriginal and Torres Strait readers are advised that this document may contain images of deceased people.

Statement of Compliance

To **Hon. David Templeman MLA**
Minister for Culture and the Arts

In accordance with Section 61 of the *Financial Management Act 2006*, and in fulfilment of obligations imposed on the Board by the *Library Board of Western Australia Act 1951*, we hereby submit for your information and presentation to Parliament the Annual Report of the Library Board of Western Australia for the year ended 30 June 2019.

This Report has been prepared in accordance with the provisions of the *Financial Management Act 2006* and Treasurer's Instruction 903.

Hon. John Day
Chairman
Library Board of Western Australia

5 September 2019

Anne Banks-McAllister AM
Vice Chairman
Library Board of Western Australia

5 September 2019

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Chairman's Report



I am delighted to be presenting this report, my first as the Chairman of the Library Board of Western Australia. Since taking up the appointment in May 2019, I have been reminded of the breadth of work undertaken by the State Library, beyond being the most visited cultural institution in Western Australia. An example of this was the launch of the *From Another View* exhibition in May.

As a former Minister for Culture and the Arts, I am aware of the significance of these types of projects. In this case it was particularly important because it involved a partnership between the State Library, Aboriginal communities, Aboriginal art communities, artists, academics, historians and botanists. It also saw the Library partner with the Minderoo Foundation and I would like to thank Andrew and Nicola Forrest and the staff of the Minderoo Foundation for their enthusiasm and support for this project.

One of the positive outcomes of *From Another View* was that it showed what can be achieved by working together whilst providing the groundwork for future partnerships and enduring relationships. The exhibition also demonstrated that while reading and literacy may be at its heart, the State Library offers much more to our community as a place for collecting, preserving and sharing stories.

Another important event took place in May 2019, with the appointment of a new Fellow of the Library Board of Western Australia. I am pleased to say that this

year it was awarded to Rio Tinto for their long-term partnership of our award-winning Better Beginnings Family Literacy Program. Significantly, this was the first time an organisation had been awarded a Fellowship. I also acknowledge Rio Tinto's announcement earlier this year of a further \$1.4 million in funding, bringing their total contribution to Better Beginnings since 2005 to more than \$4 million. This is a wonderful contribution to a program which continues to serve our community.

At the same event, the Library Board recognised innovation and collaboration in the library sector. The winner of the 2019 Award for Innovation and Collaboration (metropolitan and large regional category) was the City of Canning for transforming library spaces and services to support community needs including those of local businesses. A commendation award in this category was presented to the Esperance Public Library for providing technology support to seniors in the community.

In the category for small regional libraries, the winner of the 2019 Award for Innovation and Collaboration was Collie

Public Library for making the Collie Seed Library available to the community. The Bindoon Public Library was commended for making little free libraries available to the community.

The State Library continues to foster and develop relationships and collaborations across government, not-for-profit organisations and the private sector to deliver library services and programs. The launch of the National edeposit (NED) service by our National and state libraries demonstrates the power of collaboration to deliver a world-leading solution that will benefit authors, publishers and the community now and in the future. The NED service provides for the collection and preservation of published electronic material across Australia.

I would like to pay tribute to my predecessor Dr Margaret Nowak AM, for her outstanding contribution to the library sector. She was a member of the Library Board of Western Australia for 17 years, including seven years as Chairman and is an active and enthusiastic supporter of the work of the State Library. This is a considerable achievement and I thank her for her outstanding contribution and commitment.

Thank you also to Councillor Deb Hamblin, who was also a long-serving Board member, including eight years as Vice Chairman. Once again, I extend my appreciation to Deb on her valuable service.

I also take this opportunity to acknowledge the Minister for Culture and the Arts, Hon. David Templeman MLA, my Library Board colleagues, CEO and State Librarian Margaret Allen, and all of the dedicated State Library staff and volunteers for their commitment and support of the library sector throughout Western Australia and the important role that libraries play in our communities.

Hon. John Day
Chairman of the Library Board of
Western Australia

Chief Executive Officer's Report



The State Library is a place for all Western Australians. With the introduction of the State Library's new *Strategic Plan 2018–2022* we continue to shape our services to connect Western Australians with information and ideas in both traditional and contemporary ways. Our clients, stakeholders, partners and the general community have informed our Strategic Plan and we will continue to build on these relationships to benefit our communities.

The use of public libraries across Western Australia and the demand for the services, books and other resources they provide remains strong. The State Library remains the most visited cultural institution in Western Australia and our reach online, in particular through social media, is experiencing steady and pleasing growth.

Throughout this year we have worked closely with our partners in local government and public libraries to begin implementing the *WA Public Libraries Strategy*. Following extensive consultation with the sector, agreement was reached on a new tiered model for the support of the 233 public libraries across Western Australia. In time this will enable larger local governments to be more independent in the way in which they invest State funding for public libraries and will allow the State Library to focus our support on small regional and remote public library services to build their capacity and capability – all to better meet local community needs.

In February 2019, we were very proud to learn that our oral history collection of Migration Voices was added to the United Nations Educational, Scientific and Cultural Organisation's (UNESCO) Memory of the World Australian Register. The Register recognises Australia's unique, significant

and irreplaceable documentary heritage within an Australian and global context. The Migration Voices inscription was a collaborative nomination with other State Libraries comprising thousands of hours of oral histories.

Our contribution to this important historical record of Australia features 430 interviews with stories of migration to Western Australia spanning more than 110 years from the 1900s to the early 2010s. It was an honour to be named as part of the Register and, importantly, served to recognise the State Library as having the oldest institutional oral history program in Australia.

The inscription recognises the many State Library staff who have worked tirelessly since the 1960s to identify and record these voices and to preserve them for future generations to hear. Over the past 55 years, our oral history program has collected more than 8,000 first hand memories and lived experiences of Western Australians in almost 18,000 hours of recorded audio. This is a priceless and irreplaceable collective memory of our State and nation and has rightly been acknowledged as such. It also clearly demonstrates the importance of the long term nature of our work and the impact of our legislated role.

A major focus over the last two years has been the National edeposit (NED) service – a collaborative initiative with our National and State Libraries Australia (NSLA) colleagues. NED is a major milestone in preserving Western Australian digital heritage and it quietly began live operation on 30 May 2019. Western Australian publishers added 127 publications to the State Library's collections via NED in June 2019.

The NED collaboration has created robust, contemporary and sustainable digital infrastructure to collect and preserve our digital published heritage for the very long term – one of our core legislated roles. This initiative began almost four years ago with the tentative exploration of an idea to create a single portal for publishers to deposit their digital publications – one that would fulfil state and national legal deposit obligations in a single deposit, preserve it in perpetuity and make it easily accessible to the community. NED is the result and with a national approach to both collecting and access it is a world first.

I would like to pay tribute to the many staff at the Library that have supported and delivered NED. In particular, Barbara Patison who led this initiative for us, working with NSLA colleagues to develop policy and resolve strategic issues across multiple jurisdictions and Frances Hammond who worked tirelessly within and across our organisation to coordinate everyone involved, test software and establish new procedures and workflows. They were supported by numerous teams within the Library including Data and Discovery, Collection Services and Policy and Research. Thank you to everyone involved and I am immensely proud of how we have achieved a challenging future vision through collaboration both with NSLA colleagues and within the State Library.

There are many acknowledgements I would like to make including our donors who generously gift wonderful treasures and money to State collections and help us to develop a comprehensive account of the Western Australian story for current and future generations; our staff who continue to shine and are dedicated to delivering outstanding service to the Western Australian community; and also our volunteers who give generously of their time and skills on a regular basis, including members of the Library Board whose advice and support I value.

Finally, I would like to acknowledge two long serving Library Board members who completed their service during the year. Councillor Deb Hamblin who served from 2006 to 2019, including as Chair of the Audit and Risk Committee since 2010. Dr Margaret Nowak AM, who served from 2002 to 2019, including as Chairman since 2012. Margaret has not only championed the State Library, but also the public library network and the role they play in improving literacy and facilitating learning.

The value of the State Library of Western Australia is evident in the words of some of our regular visitors who say they come to the Library *"To write, find peace, inspiration and community"* and *"I come to the Library because I'm a curious person. I like to investigate and learn something new for myself."* The State Library of Western Australia is indeed a place for all Western Australians.

Margaret Allen PSM
CEO and State Librarian

SECTION 1

Executive Summary

Throughout the year the State Library of Western Australia prioritised its initiatives outlined in its *Strategic Plan 2018–2022*.

Each calendar year the State Library has a theme for exhibitions, events and programs. In 2018, the theme was Know Your Place, exploring the importance of place in the State's history, while the 2019 focus was on The Journey, exploring the people and journeys taken to migrate to Western Australia and also the great distances that must be covered to journey in the State.

Highlights against the Strategic Plan included:

Welcoming 1.2 million in person visits to the State Library building with an additional 650,000 online visits.

Acquiring AC/DC rock legend Bon Scott's handwritten letter from August 1978, two years before his untimely death.

Winning the Corporate Social Responsibility Excellence Award at the Australian Institute of Management WA Pinnacle Awards with Rio Tinto for the Better Beginnings Family Literacy Program.

Collecting oral histories for the Migration Voices project which was added to the United Nations Educational, Scientific and Cultural Organisation's (UNESCO) Australian Memory of the World national register in February 2019.

Collaborating with other National and State Libraries Australia members to launch the National edeposit (NED) service that is unparalleled in the world, providing a collaborative response to the challenges of collecting, preserving and sharing digital documentary heritage whilst providing a better user experience for publishers, library staff and the community. NED will lead to efficiencies and cost savings for publishers; efficiencies and greater collecting capacity for participating libraries and give better access to digital publications for the community, now and in the future.

Achievements against the State Library's Strategic Plan are documented in Section 3 of this report.

FINANCIAL RESULTS AGAINST BUDGET PAPER TARGETS

Full details of the Library Board's financial performance are presented in Section 6 of this report. The following table summarises actual financial performance against targets for 2018–2019.

	2018–2019 Target ^(a) (\$'000)	2018–2019 Actual (\$'000)	Variation (\$'000)
Total cost of services (expense limit) <i>(sourced from Statement of Comprehensive Income)</i>	34,978	32,333	(2,645)
Net cost of services <i>(sourced from Statement of Comprehensive Income)</i>	33,734	30,594	(3,140)
Total equity <i>(sourced from Statement of Financial Position)</i>	201,447	192,887	(8,560)
Net increase/(decrease) in cash held <i>(sourced from Statement of Cash Flows)</i>	(335)	71	406
Approved salary expense level	12,379	10,988	(1,391)

(a) As specified in the original 2018–19 Agency Resource Agreement.

The variation in total cost of services, net cost of services and salaries expense is largely due to the target including a funding allocation for the consolidated Department of Local Government, Sport and Cultural Industries' (DLGSC) information and communications technology (ICT) function. During the reporting period, both the portfolio ICT funding and its corollary funding were transferred to the DLGSC. Accordingly, the Library Board did not incur any operational expenditure in relation to the ICT function. The variation in total equity arose as the target is based on 2016–2017 outturns and does not reflect recent changes in the fair value of the Alexander Library Building determined on the basis of depreciated replacement cost. Additionally, the target does not reflect recent impairments and other adjustments in the value of the Library Board's heritage collections.

WORKING CASH TARGETS

The following table summarises actual working cash results against targets for 2018–2019.

	2018–2019 Agreed limit (\$'000)	2018–2019 Target ^(a) /Actual (\$'000)	Variation (\$'000)
Agreed working cash limit (at Budget)	1,134	1,134	N/A
Agreed working cash limit (at Actuals)	991	1,183	192

(a) As specified in the original 2018–2019 Agency Resource Agreement.

The variation in agreed working cash is due to a combination of lower than expected operating payments and higher than expected operating receipts.

KEY PERFORMANCE INDICATORS AGAINST BUDGET PAPER TARGETS

Full details of the Library Board's Key Performance Indicator are presented in Section 7 of this report. The following table summarises actual indicator performance against targets for 2018–2019.

	2018–2019 Target	2018–2019 Actual	Variation
Outcome 1: Western Australia's cultural and documentary collections are acquired, preserved and accessible.			
Key effectiveness indicators:			
Percentage increase in items added to the Western Australian heritage collection.	0%	6.9%	6.9%
Proportion of heritage collections maintained within set standards.	96%	82%	(14%)
Percentage increase in the usage of the collections on-site and online.	1.1%	(0.2%)	(1.3%)
Service 1: Collection Services			
Key efficiency indicator:			
Cost per new item added to the collection.	\$514.19	\$343.27	(\$170.92)
Outcome 2: The Western Australian public library network is supported through access to library materials and services.			
Key effectiveness indicator:			
The extent to which Western Australians are provided with access to library materials.	0.95	1.0	0.05
Service 2: Public Library Services			
Key efficiency indicator:			
Average cost of administering services to public libraries.	\$62,668	\$70,725	\$8,057
Outcome 3: The Western Australian community benefits from engaging with the State Library's services.			
Key effectiveness indicator:			
Percentage of clients satisfied with the State Library's collections and services.	92%	94.4%	2.4%
Percentage of Western Australians who actively engage with the State Library's services.	85%	87%	2%
Service 3: Library, Literacy and Community Engagement			
Key efficiency indicator:			
Cost per engagement with State Library services.	\$4.53	\$3.17	(\$1.36)



“The Library is my second home. We are all equal here. My children and I have built strong friendships.”

Mariya – The Mother

SECTION 2

Overview

The State Library is a highly valued cultural institution in Western Australia. The Library enriches the lives of all Western Australians by treasuring their stories, building, preserving and sharing physical and digital collections for education, enterprise and recreation, while reflecting the State's rich heritage, diversity and history.

Enabling Legislation

The Library Board of Western Australia is constituted under the authority of the *Library Board of Western Australia Act 1951*, listed as a statutory authority in Schedule 1 of the *Financial Management Act 2006* and is subject to the provisions of the *Public Sector Management Act 1994*.

The State Library is responsible to the Library Board through the CEO and State Librarian who is the Executive Officer of the Board. The State Library is a portfolio agency within the Department of Local Government, Sport and Cultural Industries.

Legislation the Library Board administers is detailed on page 9 of this report.

Responsible Minister

The Hon. David Templeman MLA, Minister for Culture and the Arts, is responsible for the Library Board of Western Australia which has oversight of the management of the State Library of Western Australia.

STRATEGIC PLAN

During the year, the Library released its new *Strategic Plan 2018–2022* which connects people with information and ideas. The key objectives are:

- ➔ A State Library for everyone.
- ➔ A State Library that embraces digital transformation.
- ➔ A State Library that builds skills for the future.

The State Library's Strategic Plan can be found at the Library's website slwa.wa.gov.au/about-us/corporate/library-organisation-strategy-and-structure

Achievements against this new plan are detailed in Section 3 of this report.

MISSION

The State Library connects people and ideas.

Ideas have always been at the core of libraries – initially contained within books and other publications, but also in films, music, archives and the spoken word. Libraries connect people with ideas by creating collections and making them available. In a digital world, information has never been more readily available – the sheer quantity of information available poses questions of capacity, authenticity and relevance. The State Library facilitates access for everyone to quality, reliable and authoritative sources of information. The State Library's vast and diverse collection is a rich source of information, knowledge and ideas with library staff skilled in connecting the information needs of the community with our collections.

VALUES

- ➔ We value Western Australia's unique and diverse stories.
- ➔ We believe knowledge has the power to transform lives and that information should be freely available to everyone.
- ➔ We keep the community at the heart of our decisions about collections, programs and services.
- ➔ We collaborate to benefit the community.
- ➔ We recognise that Western Australia is a large State with diverse needs.

SECTION 2

Library Board of Western Australia

The *Library Board of Western Australia Act 1951* states that the Board shall consist of 13 members. Eleven are appointed by the Governor for four years and are eligible for renomination at the end of their term of appointment. Two Board members are ex-officio.

Dr Margaret Nowak AM and Councillor Deb Hamblin's terms as members expired and Mark Casserly resigned during the reporting period. The Hon. John Day was appointed to the Board in March 2019 and was subsequently elected by members as the Chairman in May 2019.

In 2018–2019, the Board met on six occasions and carried out its responsibilities in line with relevant legislation and the *Library Board Charter and Code of Conduct*.

Hon. John Day Chairman
(First appointed 2019 | Term ends 2023)

John Day was a member of the Western Australian Parliament for 24 years until 2017, representing the Darling Range and Kalamunda electorates successively. He served in a wide range of roles when in Parliament, including as Minister for Culture and the Arts from 2008 to 2017. Other portfolios for which he was responsible included Planning, Health, Science and Innovation, Police and Emergency Services.

In government, John was a strong advocate for the role of public libraries and for the revitalisation of the Perth Cultural Centre. He is also a member of the board of the Art Gallery of Western Australia and the Dean's Council, Faculty of Health and Medical Sciences, University of Western Australia (UWA). He is an Honorary Fellow of the Planning Institute of Australia. John is a graduate of UWA in Science and Dentistry and practiced as a dentist with the Perth Dental Hospital and in private practice.

Anne Banks-McAllister AM Vice Chairman
(First appointed 2015 | Term ends 2023)

Anne started her career as a Library Board Cadet before managing public library services in Perth and the Public Library Services Branch at the State Library. She held the positions of President of the WA Local Government Librarians' Association and President of the WA Public Libraries Branch of ALIA.

Anne has had a long career in Local Government including Executive Director and Chief Executive Officer roles. She has been conferred a Fellow of LG Professionals WA, is a life member of the Australian Local Government Women's Association (WA) and is a Member of the Order of Australia for her contribution to gender equality, especially in Local Government.

Anne has a Bachelor of Applied Science (Library Studies), a Master of Business Leadership and a Graduate Certificate in Organisational Coaching. She is an experienced non-Executive Director in the not for profit sector and is a graduate and Fellow of the Australian Institute of Company Directors.

Councillor Jenny Archibald

(First appointed May 2018 | Term ends 2022)

Jenny obtained a BSc in Science (Geology) from the University of Western Australia. She has worked in various roles, including Palaeontology at the Western Australian Museum, in the petroleum industry and later as a part owner of three businesses in the mineral exploration and geothermal industry.

She has also held several other positions including Mayor of the City of Fremantle, Chair of the Rottnest Island Authority, Chair of Spare Parts Puppet Theatre, inaugural Chair of the Fremantle Prison Trust (following the decommission of the Fremantle Prison) and Deputy Chair of Fremantle Press. Jenny is also a Councillor for the City of Fremantle and works part-time at the Fremantle Press.

Catherine Clark

(First appointed 2015 | Term ends 2023)

Catherine is the Curtin University Librarian and Director, John Curtin Prime Ministerial Library. In this role, she leads the University's library and learning skills services across Curtin's learning, teaching and research community. She also has responsibility for library spaces at the Western Australian campuses and for providing advice about library services to Curtin's campuses in Dubai, Malaysia, Mauritius and Singapore. Her experience includes over 25 years in higher education with responsibilities in the design and delivery of library and learning services across a range of portfolio areas.



Members of the Library Board of Western Australia – July 2019

Catherine has a strong commitment to fostering active partnerships across organisations to deliver a strong client experience. Additional leadership roles include as Board member of the Council of Australian University Librarians and as the Program Director for the Fair, Affordable and Open Access to Knowledge Program. Catherine is a recipient of the Association for Tertiary Education Management’s LH Martin Institute Award for Excellence in Leadership.

Martin Clery

(First appointed 2012 | Ex Officio)

Martin is Assistant Executive Director in the Department of Education’s Statewide Services Division. In this role he oversees the curriculum and student needs support services delivered to public schools across the State. He also represents the Department of Education on a variety of inter-agency policy and advisory groups.

Martin began his career in education as a history and geography teacher in 1990. Until 2005 he worked in secondary schools in both regional and metropolitan locations. Since this time, Martin has held a variety of professional and curriculum support roles with the Department of Education. He represents, by

arrangement, the Director General of Education on the Library Board.

Richard Giles

(First appointed 2013 | Term ends 2021)

Richard is the General Manager and Planning Director at Adapptor, a creative applications company with offices in Perth and Melbourne that produces useful, playful and powerful apps for mobile devices and the Internet of Things.

He began his career in technology in 1990 when he worked for a mobile phone company in the United Kingdom. After returning to Australia, he began a Bachelor of Commerce degree and ahead of the Internet boom built corporate websites, lectured about online commerce at Curtin University and sold corporate internet connections.

Richard has since worked for Sun Microsystems, authored the *Podcasting Pocket Guide and How to Use Flickr: The Digital Photography Revolution* and won awards for podcasting. In 2006, he launched Recommendation Ventures, a cloud based recommendation engine, which was used by a number of major companies.

Commissioner Andrew Hammond

(First appointed June 2018 | Term ends 2022)

Andrew was Chief Executive Officer of the City of Rockingham for 10 years and has significant senior experience in local government having held Chief Executive Officer positions in Albany, Wyndham, East Kimberley and Nannup. Andrew is currently a Commissioner with the City of Perth.

Andrew holds an Executive Master of Business in Administration from the University of Western Australia and is a Fellow of Local Government Managers Australia, the Australian Institute of Management and a graduate of the Australian Institute of Company Directors.

Sonja Heath

(First appointed 2012 | Term ends 2019)

Sonja is a lawyer, with additional qualifications in finance and geology. She has worked in legal practice and as an executive in property development and business consultancy companies.

Councillor Kaye McGlew

(First appointed 2012 | Term ends 2020)

Kaye McGlew is a Councillor with the Shire of Dandaragan and is employed as an Aboriginal and Torres Strait Islander Wellbeing and Resilience Coordinator with Amity Health, based in Moora. Kaye is Chair of the Council’s Audit Committee, has Chaired several Council Working Parties and has represented the region on reference groups.

Kaye has taught in high schools in both regional and metropolitan locations, with more than 30 years cross-curriculum and management experience; holding a variety of professional and curriculum support roles, including librarian. Kaye is Chair of the Dandaragan Community Resource Centre; being passionate about building business and economic capacity in

the regions, including social capital. This passion extends to literacy and life-long, life-wide learning opportunities in the regions. Kaye is Co-director of Education Design Studio consultancy – passionate about supporting community connection at the grass roots level to build vibrant, inclusive communities and regional growth.

Kaye also grows figs and olives on her family property in Dandaragan.

Duncan Ord OAM

(First appointed 2014 | Ex Officio)

Duncan is the Director General of the Department of Local Government, Sport and Cultural Industries. Duncan has worked in the arts industry for more than 30 years and was involved in establishing two of the State's pre-eminent performing arts companies, Black Swan and Barking Gekko.

His previous roles include Dean of the School of Performing Arts (WAAPA) and General Manager of the WA Theatre Company. Duncan has also sat on the performing arts board of the Australia Council and has been Chairman of Spare Parts Puppet Theatre and Skadada dance circus. In 2013, Duncan was the recipient of an Order of Australia Medal and is also a past winner of the Churchill Fellowship.

Dr Dorothy Wardale

(First appointed 2015 | Term ends 2023)

Dorothy has been a Leadership Development Consultant for 25 years, across the public and private sectors. She has also worked as an academic and in people management roles at various government departments. Prior to taking up this board position, Dorothy held positions on two theatre arts boards and the Australian Centre for Natural Gas Management. She is passionate about education and development for all.

Board Committees

The Library Board has three committees to assist in the performance of its functions. The formal committees of the Board and their membership, as at 30 June 2019, are as follows:

FINANCE COMMITTEE

Assists in the effective discharge of its statutory financial responsibilities and provides strategic advice on key performance measures and financial matters associated with the strategic objectives and operations of the Library.

Members:

- Sonja Heath (Chair, Board representative)
- Andrew Hammond (Board representative)
- Margaret Allen (CEO and State Librarian, State Library, Executive Officer)
- Chris Penwald (Director, Strategic and Corporate Services, State Library, observer)
- James Dew (Chief Financial Officer, State Library, observer).

AUDIT AND RISK COMMITTEE

Oversees the audit and risk management functions of the Library.

Members:

- Richard Giles (Board representative)
- Anne Banks-McAllister (Board representative)
- John Griffiths (Committee Member)
- Efthalia Samaras (Office of the Auditor General, observer)
- Margaret Allen (CEO and State Librarian, State Library, Executive Officer)
- Chris Penwald (Director, Strategic and Corporate Services, State Library, observer)
- Rod Forcus (Internal Audit Manager, State Library, observer)

POLICY AND LEGISLATION COMMITTEE

Advises on matters effecting Library Board legislation and policy.

Members:

- Catherine Clark (Chair, Board representative)
- Dorothy Wardale (Board representative)
- Kaye McGlew (Board representative)
- Margaret Allen (CEO and State Librarian, State Library, Executive Officer)
- Oliver Gatty (Manager Strategic Projects, State Library, observer)

KEY LEGISLATION

Legislation and Regulations administered by the Library Board:

- ➔ *Library Board of Western Australia Act 1951*
- ➔ *Legal Deposit Act 2012*
- ➔ *Legal Deposit Regulations 2013*
- ➔ *Library Board (Conduct of Proceedings) Regulations 1955*
- ➔ *Library Board (Registered Public Libraries) Regulations 985*
- ➔ *Library Board (State Library) Regulations 1956*

Other key legislation impacting on the Library included:

- ➔ *Auditor General Act 2006*
- ➔ *Disability Services Act 1993*
- ➔ *Equal Opportunity Act 1984*
- ➔ *Financial Management Act 2006*
- ➔ *Freedom of Information Act 1992*
- ➔ *Occupational Safety and Health Act 1984*
- ➔ *Public Interest Disclosure Act 2003*
- ➔ *Public Sector Management Act 1994*
- ➔ *State Records Act 2000*
- ➔ *State Superannuation Act 2000*
- ➔ *State Supply Commission Act 1991*

Agency Structure and Senior Staff



Margaret Allen PSM
CEO and State Librarian

Executive Services manages internal audit, marketing and communications, strategic projects and support services to the CEO and State Librarian, the Library Board and other strategic partners. This includes providing policy advice and research support on issues and trends relevant to the State Library and the Library Board. Executive Services is responsible for providing advice to the Minister for Culture and the Arts.



Michelle Brennan
Director, Collection Services

Collection Services leads the development and management of the State Library's physical and digital collections and associated data, through collection activities and systems encompassing acquisition, processing, storage, preservation, digitisation, distribution and access. The Directorate also manages the acquisition of materials for 233 public libraries across the State (including the Indian Ocean Territories). Rural and remote local governments are further supported with the selection and management of materials for their public libraries.



Chris Penwald
Director, Strategic and Corporate Services

Strategic and Corporate Services supports the agency in the areas of financial management and budget planning, human resource services, library management systems and building management. Some information and communication technology services and human resources services, building maintenance services, payroll and financial processing are provided in collaboration with the Department of Local Government, Sport and Cultural Industries.



Elizabeth Spencer
Director, Library Services

Library Services delivers services to the community which inspire creativity and curiosity and play a vital role in literacy and learning at every stage of life. The Directorate supports clients, whether online or visiting the building, with specialist library and research services and educational programs based on State Library collections. Early literacy development is supported by the Better Beginnings Family Literacy Program and Western Australian public libraries are supported with advice, training and professional development opportunities.

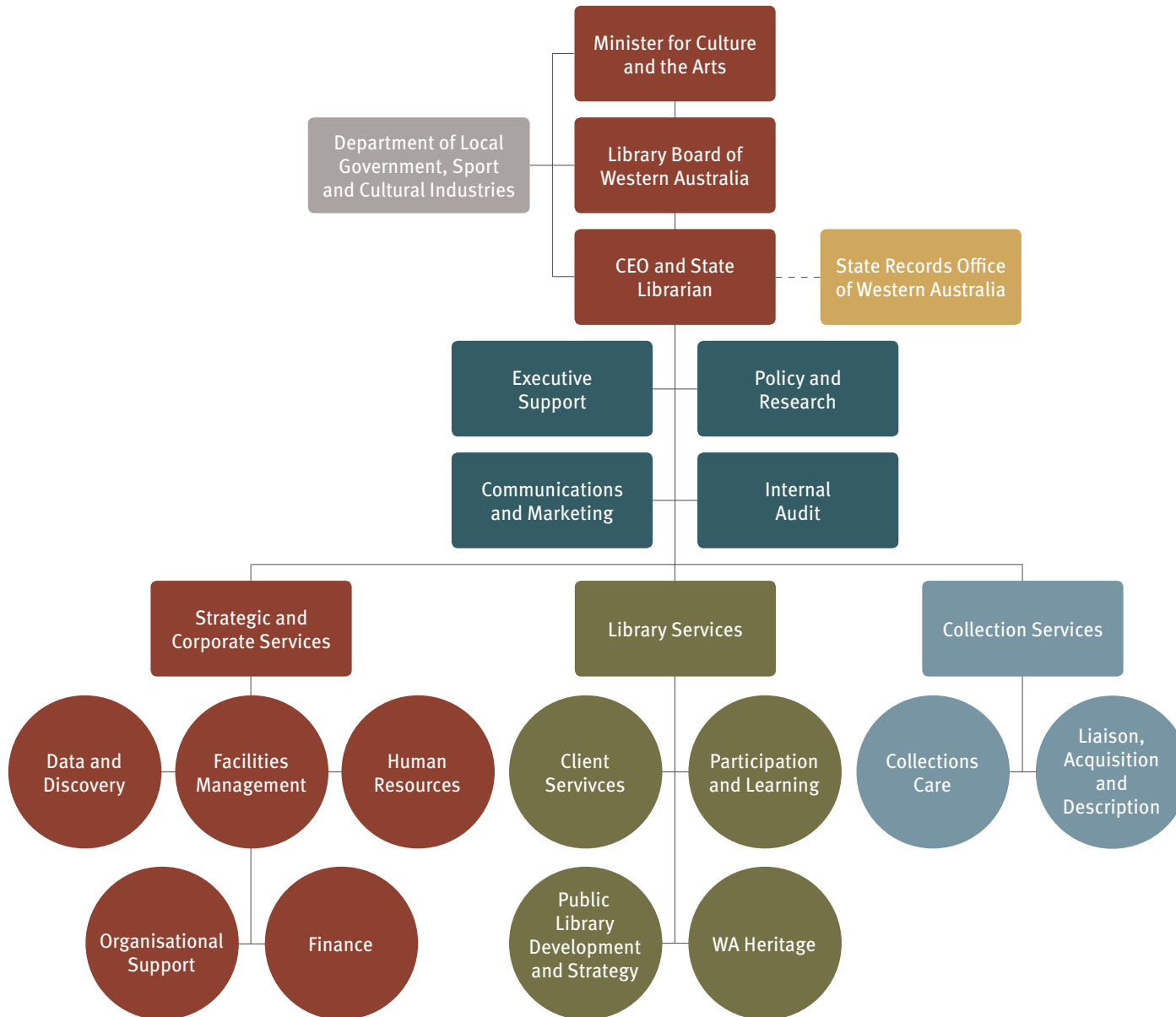
Humans of the Library

“I like to investigate and learn something new for myself”

Kelly – The DJ



Organisational Chart



Humans of the Library



"I come to the library to write, find peace, inspiration and community."

Alison – The Teacher

SECTION 2

Performance Management Framework

The Government's goals are supported by the Library's *Strategic Plan 2018–2022*. Specific achievement against these outcomes are detailed in the Agency Performance section of this document.

Government Goal			SERVICE 1	SERVICE 2	SERVICE 3
Better Places	Outcomes	Key Effectiveness Indicators	Collection Services	Public Library Services	Library, Literacy and Community Engagement
A quality environment with liveable and affordable communities and vibrant regions.	Western Australia's cultural and documentary collections are acquired, preserved and accessible.	Percentage increase in items added to the Western Australian heritage collection.	Key Efficiency Indicator:	Key Efficiency Indicator:	Key Efficiency Indicator:
		Proportion of heritage collections maintained within set standards.	Cost per new item added to the collection.	Average cost of administering services to public libraries.	Cost per engagement with State Library services.
		Percentage increase in the usage of the collections on-site and online.			
	The Western Australian public library network is supported through access to library materials and services.	The extent to which Western Australians are provided with access to library materials.			
	The Western Australian community benefits from engaging with the State Library's services.	Percentage of clients satisfied with the State Library's collections and services.			
		Percentage of Western Australians who actively engage with the State Library's services.			

SECTION 2

Shared Responsibilities with Other Agencies

The State Library shares responsibilities/cross agency initiatives as follows.

- ➔ Works with the **Department of Local Government, Sport and Cultural Industries** as a portfolio agency and offers space in the State Library building to Department staff including **Aboriginal Culture and History WA**.
- ➔ Partners with Western Australian **local governments** (including Australia's Indian Ocean Territories) to deliver public library services and family literacy programs.
- ➔ Delivers the Better Beginnings program through public libraries, in partnership with **local governments, Child and Adolescent Community Health, WA Country Health Service, and the Department of Primary Industries and Regional Development and the Department of Education** (through Child and Parent Centres); and in collaboration with the **Department of Justice** and the Adult Migrant English Program delivered by **North Metropolitan TAFE**.
- ➔ Collaborates in a Literacy Alliance as part of the delivery of the State Library's *Literacy Matters Strategy*, comprising key organisations and community leaders to identify gaps in literacy service provision and to promote awareness of existing services. Government organisations include **Department of Education, Department of Justice, Department of Training and Workforce Development, North Metropolitan TAFE** and **South Metropolitan TAFE**.

- ➔ Shares a library management system with the **Department of Health** libraries.
- ➔ Partners with the **Office of Multicultural Interests** in the delivery of a resource collection supporting community language schools.
- ➔ Delivers information and reference services to officers of the **Department of the Premier and Cabinet, Department of Treasury, Department of Finance** and the **Public Sector Commission**.
- ➔ Provides workplace training and support to Aboriginal and school-based **Public Sector Commission** traineeship participants.

The State Library partners and collaborates with other **Perth Cultural Centre** institutions as follows:

- ➔ Administratively responsible for the **State Records Office of Western Australia** and provides support with preservation services, marketing, finance, human resources, training and the use of spaces within the State Library building for storage, offices and service delivery to clients. The two agencies also share a Disability Access and Inclusion Plan.
- ➔ Offers the use of space in the State Library building to the **Western Australian Museum** for a Discovery Zone and Discovery Store.
- ➔ Cross-promotes exhibitions and events with the **Art Gallery of Western Australia** and **PICA**.

- ➔ Working with the **Western Australian Museum** on education resources and programs and providing digital copies of State Library heritage collection items for the New Museum.
- ➔ Developing integrated access to Aboriginal historical records, research and services with the **State Records Office of Western Australia** and **Aboriginal Culture and History WA**.
- ➔ Partnering on a Research Council linkage project being led by the University of Western Australia and Deakin University, with the **Western Australian Museum, Art Gallery of Western Australia** and the British Museum that will result in a number of publications and public lectures and inform how the State Library will describe and interpret its collections in the future.
- ➔ Provided collection management advice and some storage space for **Perth Theatre Trust's** Museum of Performing Arts collection.
- ➔ Shares internal audit resources with the **Art Gallery of Western Australia** and the **Western Australian Museum**.
- ➔ Partnering with the **Art Gallery of Western Australia** to catalogue and rehouse photographic and archival material relating to the Louis Allen collection of Indigenous artefacts.

SECTION 3

Agency Performance

Key achievements against the State Library's *Strategic Plan 2018–2022*.



 State Library's Disrupted Festival of Ideas – July 2018

A State Library for everyone

- ★ Create services and events that engage and inspire communities and celebrate their diversity.
- ★ Develop collections that reflect the interests and ambitions of Western Australians.
- ★ Provide spaces that are dynamic, safe and inclusive with resources and connections to stimulate research, creativity and curiosity.
- ★ Enhance our reputation as a pre-eminent and welcoming destination within the Perth Cultural Centre.

DISRUPTED FESTIVAL OF IDEAS

Attracting an audience of more than 10,000 – in person and online – the fifth Disrupted Festival of Ideas was held at the State Library on 28 and 29 July 2018. The annual Festival aims to inspire conversations, provoke ideas and encourage change and in 2018 it explored the impact of technology on humanity. Featuring keynote speakers Craig Silvey, Genevieve Bell and Munjed al Muderis, the weekend included presentations, discussion panels, conversations and interactive activities. Keynote and panel sessions were live-streamed through the Disrupted website, Facebook and YouTube.

WESTERN AUSTRALIAN PREMIER'S BOOK AWARDS

This year the revamped Western Australian Premier's Book Awards guidelines were announced, focusing on Western Australian writers. The Awards have been reinstated as an annual event and feature three Western Australian awards and one national

Indigenous award. They are:

- The Western Australian Writer's Fellowship valued at \$60,000, designed to assist a Western Australian writer, in any genre, to develop their writing practice.
- The Premier's Prize for an Emerging Writer valued at \$15,000. This prize will be for the first published work, in any genre, by an author residing in Western Australia.
- The Premier's Prize for Writing for Children valued at \$15,000. This award will recognise quality writing for children (0-12), in any genre by an author residing in Western Australia.

There is also the national \$15,000 Daisy Utemorrhah Award for Unpublished Indigenous Junior and YA Writing Award. The Award is a partnership between the State Government and Broome-based Indigenous publisher, Magabala Books.

The shortlists for the 2018 Western Australian Premier's Book Awards were announced on 4 June 2019.

Writer's Fellowship Shortlist

- A.J. Betts
- Amanda Curtin
- Craig Silvey
- Kylie Howarth
- Madelaine Dickie

Emerging Writer Shortlist

- *if i tell you* – Alicia Tuckerman (Pantera Press)
- *The Ruin* – Dervla McTiernan (HarperCollins Publishers)
- *The Sky Runs Right Through Us* – Renéé Pettitt-Schipp (UWA Publishing)
- *The Wounded Sinner* – Gus Henderson (Magabala Books)
- *You belong here* – Laurie Steed (Margaret River Press)

Writing for Children Shortlist

- *Grandpa, Me and Poetry*, written by Sally Morgan and illustrated by Craig Smith (Scholastic Australia)
- *The Happiness Box*, written by Mark Greenwood and illustrated by Andrew McLean (Walker Books Australia)
- *The Hole Story*, written and illustrated by Kelly Canby (Fremantle Press)
- *How to Win a Nobel Prize*, co-authored by Barry Marshall and Lorna Hendry, with illustrations by Bernard Caleo (Piccolo Nero, Schwartz Publishing Pty Ltd)
- *Puddle Hunters*, written by Kirsty Murray and illustrated by Karen Blair (Allen & Unwin)

The Daisy Utemorrah Award for Unpublished Indigenous Junior and YA Writing Shortlist

- *Coincidence* by Paul Callaghan

- *Mother Speaks* by Kirli Saunders
- *Tracks of the Missing* by Carl Merrison and Hakea Hustler

The winners will be announced in July 2019.

JAMES SYKES BATTYE CREATIVE FELLOWSHIP

James Sykes Battye was the State's Chief Librarian from 1894 to 1954. The aim of the Creative Fellowship is to support imaginative engagement with the State Library's heritage collections, with the resulting development or creation of a new artwork or body of work. The Creative Fellowship is supported by funding from the Copyright Agency Cultural Fund.

The James Sykes Battye Creative Fellowship for 2018 was awarded to Steven James Finch and Gabby Loo for their project *Seasons, Histories, Hopes: Imagined Migrant Futures* that sought to promote a more equitable, complete and emotionally complex understanding of shared local histories around 20th century migration in Western Australia.

The project culminated in a group exhibition featuring artworks by Steven James Finch and Susan Finch, Gabby Loo, The Doneo Sibs, Nang Vo Hom, Patrick Gunasekera, Nadia Macaulay, Giok Lian, Aisyah Aaqil Sumito, Vidya Rajan, Patrick Bryce, Alina Tang, Colin Smith and Nazerul Ben-Dzulkefli. There were also public programs including panel discussions and performance screenings.

JAMES SYKES BATTYE MEMORIAL FELLOWSHIP

The Fellowship was established in 2006 with support from the Leah Jane Cohen Bequest to enhance the understanding of Western Australia through research based on the collections of the Battye Library of West Australian History.

Dr Ethan Blue was awarded the James Sykes Battye Memorial Fellowship for his project researching the




↑ Battye Creative Fellows Steven Finch and Gabby Loo – August 2018

Western Australian First Nations Deaths in Custody Watch Committee Inc. whose archival records are held by the State Library. This year, his research covered the history of the Committee from 1980 to 2005. Dr Blue co-led an In Visible Ink workshop with the Battye Creative Fellows on uncovering stories of race and prejudice in library collections and presented his research findings at the University of New South Wales.

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 Richard Woldendorp at an exhibition of his works from the collections of the State Library – August 2018



work for the Magabala publication, *Steve Goes to Carnival*. Authors Joshua Button and Robyn Wells shared the story of the book taking shape from the spark of an idea to the published work. The exhibition was presented in partnership with the AWESOME International Festival for Bright Young Things.

CICADA BY SHAUN TAN

The opportunity to exhibit the original artworks from the book *Cicada* was generously offered by acclaimed author and illustrator Shaun Tan and featured original artwork, sculpture and draft illustrations from the book.

FROM ANOTHER VIEW – PARTNERSHIP

The From Another View project reached a significant milestone with the official opening of a major exhibition in the Library's ground floor gallery in May 2019. A partnership between the State Library and the Minderoo Foundation, the project explored John Forrest's 1874 expedition into the Australian interior, from Champion Bay near Geraldton to Adelaide, South Australia.

Through art, research and community engagement, the exhibition examined how journeys of exploration effected Aboriginal people at the time and how they resonate with Aboriginal communities today. The project team engaged with a number of Aboriginal communities along the route to broaden the understanding of exploration and cross-cultural encounters. The exhibition spanned three sites including the State Library, North Metropolitan TAFE and the Museum of Geraldton.

The original trek diaries written by John and Alexander Forrest have been digitised and are available in the [State Library catalogue](#).

Exhibitions

A number of free exhibitions, which provide community access to the State Library's collections, were conducted during the year.

UN/NATURE: THE PHOTOGRAPHS OF RICHARD WOLDENDORP

Featuring a selection of photographs by acclaimed photographer and Western Australian State Living Treasure, Richard Woldendorp AM, from the State Library's extensive collection of his works, *Un/nature* explored aspects of the Western Australian landscape, impacted by human and environmental factors and asked visitors to consider the different values and meanings attributed to places and how these can change over time.

BIBULLMUN BARDI – EXPLORING ABORIGINAL DESIGN

The exhibition celebrated the seldom-told stories of some of Western Australia's Aboriginal design icons focusing on the diversity of Aboriginal design practice through the works of Bruce Wiggan, Ron Gidgup, Sally Bin Demin, Letticia Shaw, Lilla Gagliano, TJ Cowlshup and artists from Marnin Studio. The exhibition traced some of the key moments that have shaped Western Australian Aboriginal design history and explored the way contemporary Western Australian Aboriginal designers bring cultural practices and perspectives to today's world.

STEVE GOES TO CARNIVAL – PARTNERSHIP

This exhibition showcased a recent State Library acquisition of the picture book art and concept



>Welcome to Country by Liz Hayden and Bevan Winmar at the launch of the From Another View Exhibition – May 2019

Public talks and author events – Collaboration

Throughout the year the State Library hosted free events with guests speaking on topics relating to State Library heritage collections and celebrating the diverse history and stories of Western Australia. Highlights included:

- ➔ Battye Historian, Dr Chris Owen's presentation on his book *Every Mother's Son is Guilty: Policing the Kimberley Frontier of Western Australia 1882–1905*.
- ➔ University of Western Australia academic, Dr Tony Hughes-d'Aeth's presentation on his book *Like Nothing on this Earth: a Literary History of the Wheatbelt*.

- ➔ Historians, Charlie Fox and Bobbie Oliver's presentation on the book *Radical Perth Militant Fremantle*.
- ➔ State Library Senior Subject Specialist, Adrian Bowen's presentation on the Un-treasures of the Battye Library that highlighted some of the lesser known items in the State Library's collections.
- ➔ Noongar Elder, Vivienne Hansen's presentation on her book *Noongar Bush Medicine: Medicinal Plants of the South-west of Western Australia*.

The State Library works in collaboration with book distributors, publishers and authors to launch new publications. Through partnerships with Awesome Arts and Fremantle Press, the Library hosted events

for the following authors: Cheryl Kickett-Tucker, Cristy Burne, Kelly Canby, Ian Mutch, Dianne Wolfer and James Foley.

The Library also partnered with the Western Australian Genealogical Society to present a family history seminar during National Family History Month in August 2018.

Collections

Significant items added to the State's heritage collections included:

HALLIE STOW COLLECTION

This collection of documents, photographs, art works, realia and memorabilia has been passed down via the matrilineal line through three generations. It represents Western Australian families dating back to the 1830s, although the many family trees trace lineage back hundreds of years. The collection tells a story about migration from Stromness, Scotland and Virginia, United States of America, and shows aspects of life in Western Australia in the 19th and 20th centuries.

DR WILLIAM FARRANT MERSON: JOURNAL OF A VOYAGE FROM PLYMOUTH TO WESTERN AUSTRALIA 1851–1852

This journal, written by ship's surgeon, Dr William Farrant Merson, includes entries about three weeks in Perth before he embarked on the ship *Louisa* to travel to Victoria. There are mentions of early settler families.

LETTER PAD OF ERNEST BOSUSTOW, 1917

This letter pad was written by Ernest Charles Bosustow (1891–1970) in 1917 to his girlfriend Maudie while he was on board HMAT Clan McGillvray bound for Egypt via Durban. Rather than writing a series of individual letters and posting them, Bosustow wrote on a pad which he mailed whenever he had the opportunity.

1916 FARM LEDGER, CUNDERDIN

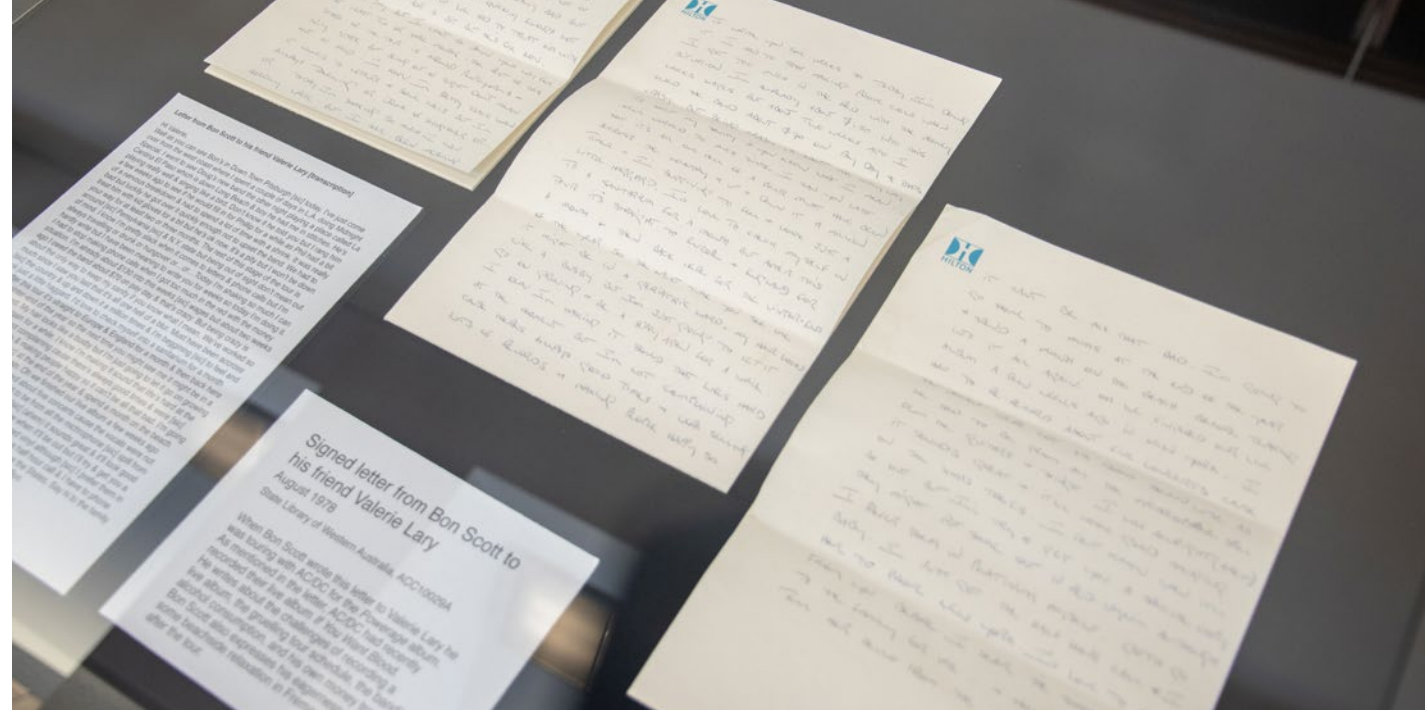
This 1916 farm diary was kept by Stephen Alexander Lundy (1893–1973) who managed two farms in the Cunderdin area while his father, John Sinclair Lundy (1871–1961) was serving in World War 1. The properties were Tiddy Widdy (later Kenmore) in Cunderdin and Honi Moni in North Cunderdin. There are daily records providing a picture of early 20th century Wheatbelt farming.

OUR TRIP TO AUGUSTA 1921

This is an illustrated, handwritten, cloth covered book made in 1921 by Katherine Emma Shenton (1886–1945), the daughter of Edward and Charlotte Shenton. The small book contains a brief account of a sketching trip to Augusta.

CHUNG WAH ASSOCIATION RECORDS

The records include minutes of meetings that date from 1909 (the foundation year) and the membership application and the membership certificate for the Kuomintang Nationalist Party. The records were lent for digitisation as part of a partnership with the State Library, with assistance from the Office of Multicultural Interests.



↑ Hand-written letter by AC/DC legendary frontman Bon Scott – February 2019

BON SCOTT LETTER

This handwritten three-page letter by Bon Scott (Ronald Belford Scott), lead singer of Australian rock band AC/DC, was written in August 1978 (two years before Scott's death) to his childhood friend Valerie Lary while AC/DC were on tour in Pittsburgh, USA. This acquisition adds to the music recordings, photographs, books, posters, newspaper and journal articles about Bon Scott in the State Library's collections.

ROE 8 COLLECTION

This collection captures the story of protest against the planned extension of Roe Highway. It includes documents, photographs, home-made posters, realia, and ephemera such as leaflets and posters which were generated by the protestors.

PRINCESS MARGARET HOSPITAL FOR CHILDREN PICTORIAL COLLECTION

Photographer Philip Gostelow's digital images of Princess Margaret Hospital for Children were taken in 2018. They provide a visual record of Western Australia's first children's hospital in the lead up to its closure after 108 years of service. Exterior views show a range of architectural styles and document how the Hospital had been added to over the years, while interior shots document clinical, surgical and recreational facilities throughout the complex.

PERTH CHILDREN'S HOSPITAL PICTORIAL COLLECTION

Photographer Philip Gostelow's digital images of Perth Children's Hospital, taken in March 2019, cover all areas of the new medical complex in Nedlands. The 116 photographs include neo-natal intensive care, the secure mental health ward, operating theatres, kitchens, hydrotherapy pool, mortuary and the Multi-faith Centre.

DARREN CLARK'S PHOTOGRAPHS – EAST KIMBERLEY

Photographer Darren Clark's collection of 362 digital images includes Halls Creek, Kununurra, Warmun, Frog Hollow, Mabel Downs Station, Wolfe Creek Crater and 27 aerial views of the Purnululu National Park (Bungle Bungles). Photographs of dreaming sites, ancient rock art and Aboriginal families collecting bush medicine and white ochre contrast with photos of educational and health care facilities and the Warmun Art Centre.

DONALD AND ESTHER MILNES COLLECTION – GNOWANGERUP ABORIGINAL BIBLE COLLEGE

Don Milnes was Foundation Principal of the Gnowangerup Aboriginal Bible College and this photographic collection includes the opening of the College in 1960 and documents the development and activities of the training institute over a 25-year period.

YAJA HADRY'S PHOTOGRAPHS – INDIGENOUS FASHION

Photographer and artist Yaja Hadry's collection of 60 digital images captures Western Australian Indigenous fashion designs, including silk scarf designs by Broome artist Sally Bin Demin and three designers showcased at the inaugural Australian Indigenous Fashion Week in 2014 – Desert Designs, AARLI and Ticia Designs.

BARRAMUNDI DREAMING – HERITAGE ARTWORK

A canvas painting by Jodie Dilyai Hall called *Barramundi Dreaming*, depicts part of the Barramundi story, a traditional story from the Mandangala Community located near Kununurra. It complements digital photos in the Library's collection that show Jodie working on the painting.



↑ Margaret Allen, CEO and State Librarian with Peter Williams, donor of many of the Library's original children's book illustrations – October 2018

THE STATE LIBRARY'S PETER WILLIAMS COLLECTION OF ILLUSTRATIONS FROM AUSTRALIAN CHILDREN'S BOOKS

The State Library holds a significant collection of illustrations from Australian children's picture books. The collection is named in appreciation of Dr Peter Williams who has generously donated many illustrations from his personal collection since 2006. New items added included:

- ➔ Four donated items from Dr Williams, including a Shaun Tan sculpture.
- ➔ Collection of artwork and archival material relating to *A Perfectly Posh Pink Afternoon Tea* by Western Australian illustrator, Gabriel Evans.
- ➔ Watercolour from *Captain Sneer the Buccaneer* by Gabriel Evans.

- ➔ Collection of artwork and archival material, including digital material, relating to *Ten Pound Pom* by Liz Anelli.
- ➔ Six drawings by Western Australian artist, Brian Simmonds relating to the books *In the Lamplight* and *Light Horse Boy*.
- ➔ Six original Shaun Tan artworks.
- ➔ Collection of artwork, diorama and archival material (including digital material) relating to *Florette* by Anna Walker.

ORAL HISTORY PROGRAM

The State Library continued to grow its significant collection of Western Australian oral history interviews. Highlights of recorded interviews added to the collection this year included:



State Library migrant oral histories were inscribed on the UNESCO Memory of the World national register – February 2019

KAYLENE POON COLLECTION

33 interviews with Perth Chinese residents focusing on the history and impact of the Chinese migrants on the development and growth of the city. They can be found by searching the State Library catalogue for ‘Kaylene Poon collection’.

JEWISH HISTORICAL AND GENEALOGICAL SOCIETY COLLECTION

31 interviews with members of the Perth Jewish community, capturing their experiences, cultural traditions and communities. They can be found by searching the State Library catalogue for ‘Jewish Historical and Genealogical Society’.

CUNDERDIN COLLECTION

23 interviews chronicling the area’s history including memories dating back to the early 1900s. They can be found by searching the State Library catalogue for ‘Cunderdin collection’ and then limiting the results to Oral History.

PARLIAMENTARY ORAL HISTORY PROGRAM – PARTNERSHIP

As part of a long-standing relationship with the Western Australian Parliament, oral histories of former Parliamentarians and Parliament staff are recorded. The former Parliamentarians can choose to have their oral history embargoed or made available online from

the Library’s catalogue. Interviews completed this year included:

- Barry House AM, former Member of the Western Australian Legislative Council
- Wendy Duncan, former Member of the Western Australian Legislative Assembly
- Helen Stevens, former staff member of Parliament
- Judith Hughes, former Member of the Legislative Assembly

UNESCO AUSTRALIAN MEMORY OF THE WORLD NATIONAL REGISTER INCLUSION – COLLABORATION

During the year, the Library’s oral history collection of Migration Voices was added to the United Nations Educational, Scientific and Cultural Organisation’s (UNESCO) Australian Memory of the World national register. The Migration Voices oral histories were drawn from the collections of five institutions – State Library of Western Australia, the State Libraries of New South Wales and South Australia, the National Library of Australia and the South Australian Migration Museum.

The State Library’s component included more than 430 interviews with stories of migration to Western Australia ranging from the early 1900s to the 2010s. Some of the oral histories added to the register have been digitised and, where copyright permits, are available online via the State Library’s online catalogue. They can be found by searching for ‘Memory of the World’ and then limiting the results to Oral History.

STORYLINES ONLINE ARCHIVE FOR ABORIGINAL HISTORY

The State Library's Storylines online archive for Aboriginal history continued to grow during the year. The central platform increased by 500 items for a total of 8,500 since the archive's inception in 2013. In addition, nearly 6,000 people in images have now been identified with names, places and dates.

Storylines has become the central point for thousands of Aboriginal people accessing the Library's heritage collections and a safe place to store records of people, place and history. Material which is identified as sensitive, secret or sacred is able to be restricted or removed in a flexible and responsive way.


Another significant achievement this year involved returning photographs from the Ron Williams Photographic Collection to families and communities in Martu and Wongi Country. In late 2018, Storylines launched a community Facebook page that received more than 73,000 engagements on curated photographic posts.

Throughout the year, the State Library continued to consult with Aboriginal and Torres Strait Islander communities, Traditional Owners and Aboriginal families. Family history workshops sessions were conducted in Perth, Fremantle, Geraldton, Wiluna, Laverton and Leonora. Storylines also provided family history services to the men at Bunbury Regional Prison in early 2019, while new archive software training was conducted at the Mowanjumb Community and Broome.

COMMUNITY LANGUAGES COLLECTION – PARTNERSHIP

The Community Languages Collection, funded by the Office of Multicultural Interests, has resources in 44 languages. It has 2,400 items of language teaching materials available to community language teachers, students and the community.



 Erik the Book Buddy dog shares the love of reading at the State Library's Story Place

This collection is supported by digital resources, which complement the physical resources and extend the range of languages covered. A language learning app, called uTalk, offers novice and intermediate language learners a choice of 130 languages, while PressReader provides access to 6,000 newspapers and magazines from around the world in over 60 languages. While the physical items in the collection are selected to assist teachers to develop teaching methodology, conduct language classes and devise language-teaching materials, the e-resources support fluent multi-lingual users and language learners at various levels of proficiency.

Demand for the collection is strong, with Chinese resources (the largest language collection comprising 556 items) the most heavily loaned. This is followed by Japanese, Arabic, Vietnamese and Russian resources.

THE STORY PLACE

The Story Place is the State Library's learning and activity space for children and their families. It aims to build early literacy skills by encouraging families to share stories and to learn and play with their children every day. Weekly sessions of Baby Rhyme Time, Play Time and Story Time attracted more than 9,300 participants this year. Events were held to celebrate Book Week, Australian Library and Information Association National Simultaneous Storytime, NAIDOC Week and the AWESOME International Arts Festival for Bright Young Things.

A special event took place in April 2019 when two Western Australian Police Officers attended a Story Time session and read to the children. It was the first time the collaboration had been trialled at the Library and was based on a Canadian program, It is a Crime Not to Read.



📍 Sounds of the City exhibition in the Story Place Gallery – March 2019

The Story Place's gallery hosted the following exhibitions:

- ➔ Very Big, Very Small, Very Strange – featuring unusual and fun items from State Library collections including two newly acquired Shaun Tan illustrations.
- ➔ More and More and More – illustrations from Ian Munch's book of the same name.
- ➔ Sounds of the City – an interactive exhibition using images from State Library collections partnered with sounds.

Erik the Book Buddy dog and his trainee companion puppy Sid continued to be popular fortnightly guests at The Story Place this year and engaged with more than 1,000 visitors.

EDUCATION PROGRAM

Demand for the State Library's education programs increased with more than 7,500 school students visiting for workshops and tours compared with 6,500 in 2017–2018. Other highlights included:

- ➔ Hosting the inaugural 2018 History and Social Sciences Conference at the Library, providing an opportunity to showcase resources and support that can be offered to the teaching community.
- ➔ Providing content for *The West Australian* newspaper's education lift-out, highlighting the Library's pictorial collection and its relevance to teachers of history, geography, civics and citizenship.

FAMILY HISTORY – PARTNERSHIP

During the year, demand for family history information continued to be strong. State Library staff answered 2,375 family history related enquiries and online resources including Ancestry Library Edition, Findmypast and Trove (the national discovery tool for items held in Australian libraries, museums, archives and other research organisations) were extremely popular. The Library's subscription to Ancestry Library Edition had more than 240,000 searches by clients. The British Library Newspapers and the Times Digital Archive were in demand with an increase of more than 100 percent for searches totalling more than 4,000 for the year.



Western Australian Genealogical Society (WAGS) volunteers, based in the Library, answered 2,164 enquiries this year. Fortnightly sessions on how to trace your family's history at the State Library provided by WAGS specialists continued to be well attended.

STUDIO 001

Taking its name from the Dewey decimal classification for knowledge, the Library's Studio 001 opened in 2017 as a space for creative thinkers and entrepreneurs to collaborate, experiment, design and engage with the community. During the year, 40 clients used the space for a variety of activities and projects. An example of the creative work being done in Studio 001 was Bibbullmun Bardi – Exploring Aboriginal Design that went from concept to an exhibition in the State Library building. Other users of the space included business start-ups, software and website developers, online gaming developers and small publishers.

CLIENT FEEDBACK

Each year the Library runs quarterly surveys to collect valuable feedback on the State Library's services and facilities. Overall, satisfaction levels remained high in 2018–2019, with 94 percent of respondents satisfied with the Library's collections and services. Staff performance also remained high with 84 percent satisfaction with the knowledge and 84 percent satisfaction with the friendliness of staff.

The survey found that the most common reason people visit the Library is to study and the largest number of clients are youths aged 18 to 24.

The most often cited service improvement suggestion is to make better wifi available.

Aside from the formal client survey, the State Library encourages all users to provide feedback on Library collections, services and facilities. Feedback is received in many forms including printed and online forms, email and letters. In 2018–2019, 176 clients provided written feedback including 18 compliments, 33 suggestions and 124 complaints. The main topics of complaints included computer and Internet use at 29 percent, Library facilities at 16 percent and the Library catalogue at 15 percent.

AWESOME INTERNATIONAL ARTS FESTIVAL FOR BRIGHT YOUNG THINGS – PARTNERSHIP

The State Library continued to partner with Awesome Arts and the AWESOME International Arts Festival for Bright Young Things, which was held in the Perth Cultural Centre in October 2018. The Festival attracted more than 8,200 visitors to the Library for activities in The Story Place, theatre and other venues. The Library's Book Cubby and book making activity in the Cultural Centre resulted in more than 1,000 books being made by families.

"I come here because there are precious records about Western Australian history that cannot be sourced from anywhere else."

Owen – The Library Detective

SECTION 3

Agency Performance

Key achievements against the State Library's *Strategic Plan 2018–2022*.

A State Library that embraces digital transformation

- ★ Improve how the community discovers, uses and shares our collections.
- ★ Build community skills to critically evaluate information in an unregulated online world.
- ★ Expand our digital reach, capability, collections and services to the level of our capabilities with traditional collections.

NATIONAL EDEPOSIT (NED) – PARTNERSHIP

This year saw the completion of a four-year project by National and State Libraries Australia (NSLA) that will make available Australia's digital documentary heritage. NSLA is the peak body for Australia's national, state and territory libraries, including the State Library of Western Australia.

As part of this initiative, the State Library contributed to the development of system specifications, policies, procedures and processes, communication, training and ongoing management as well as participating in rigorous year-long system testing in 2018–2019 to ensure the system was robust, intuitive and sustainable.

This national approach to digital collecting is unparalleled in the world. It provides a joint response to the challenge of collecting, preserving and sharing digital documentary heritage whilst providing a better user experience for publishers, library staff and the public. NED will lead to efficiencies and cost savings for publishers, efficiencies and greater collecting capacity for participating libraries and give better access to digital publications for the community, now and in the future.

The system provides a low cost and efficient way for the State Library to capture digital publications that will be required under the *Legal Deposit Act 2012*, sharing system development costs and providing the Library with a best practice, efficient and sustainable way to focus on collecting our State's digital publications.

Communication to publishers about NED occurred during the year at a national level through the Australian Publisher's Association and the Small

Press Network and the State Library has commenced communications with Western Australian publishers and stakeholders.

NED went live on 30 May 2019 and will be officially launched in August 2019.

The deposit portal and information about NED can be found at ned.gov.au

COLLECTING THE WEST – PARTNERSHIP

Collecting the West: How Collections Create Western Australia, an Australian Research Council linkage project (2016-2020) is being led by the University of Western Australia and Deakin University, with the State Library, Western Australian Museum, Art Gallery of Western Australia and the British Museum as partner organisations.

Collecting the West will cast new light on the interconnected histories of the State's cultural organisations and collections through a series of forums, exhibitions and publications. In May 2019, the State Library hosted, Finding New Meanings in Today's Cultural Collections, a Collecting the West and the Berndt Museum of Anthropology symposium, which looked at historical and contemporary cataloguing practices, particularly in relation to Aboriginal cultural collections.

Research has commenced into the State's history of collecting practices from pre-colonial to modern times. At the State Library, researchers have been looking at collecting practices related to Aboriginal people, including early audio recordings from Ethel Creek and more recent photographic acquisitions such as the Mavis Phillips (nee Walley) collection.

The partnership creates new opportunities for

collaboration around the interpretation and documentation of collections. It is anticipated that the research will deliver a range of publications including a book and an exhibition, as well as informing description and interpretation of State Library collections.

SHARING OUR DIVERSE HERITAGE – PARTNERSHIP

In 2017, the State Library and the Office of Multicultural Interests partnered on the Sharing Our Diverse Heritage project to provide language teachers with locally produced community language heritage materials and to make them available digitally.

The project focused on collecting documentary heritage materials from more recently arrived migrant and refugee communities. During the year, the Library received donations of materials from Mongolian, Macedonian and South Sudanese communities. Targeted collecting for the project also included: photographs, oral histories and identifying appropriate digitised newsletters to be included in the National e-deposit (NED). The project was finalised in August 2018, however liaison with communities has continued.

MINING AND ENERGY ARCHIVE WA (MEWA)

The mining and energy resource sector is of historic and ongoing significance to Western Australia. The State Library created the Mining and Energy WA Archive (MEWA) to preserve and make available the rich history of resources and mining in Western Australia.

To date, work has included an audit of existing collections, development of a collection strategy, liaison with a range of companies and peak

organisations in the mining and energy sector to raise awareness of the initiative, the importance of preserving the history of the sector and to augment existing collections. Significant materials relating to the history of the iron ore and nickel industries in Western Australia have already been collected.

New collection materials donated to the Library over the past year include the papers, photographs and films of Murray Johnstone (1928–2010), a well-known Australian geologist who played a key role in the search for oil in Western Australia from the 1950s to 1970s. He was a keen photographer and amateur filmmaker and kept well-organised records of his travels to remote parts of the State. The material included a 45-minute film of the Rough Range 1 oil discovery in December 1953 – the first significant oil discovery on mainland Australia. This is an important collection documenting the search for oil in Western Australia and providing insight into the life of one of Australia's leading petroleum geologists of the second half of the 20th century.

The Former Leinster Residents Association donated a collection of interviews and short stories by residents of Leinster discussing the early townsite, local community, identities and events.

Rio Tinto donated a collection of 58 oral history interviews from current and former employees reflecting on the history of the company and the development of the mining industry in the Pilbara.

PRESERVING AND MANAGING COLLECTIONS

Conservation work continued to ensure Western Australia's cultural and documentary collections were preserved with more than 1,000 items treated and housed appropriately.

During the year, more than 200 objects were prepared by the conservation team for display in exhibitions, giving the public access to collection items that would normally be stored away for their preservation. This included any necessary preservation treatment, framing or creating of a support for each object.

A five-year project to extend the storage capacity for the Library's heritage collections was completed, providing secure environmentally controlled storage for heritage materials. A total of 4,400 linear metres of new compactus shelving and specialised storage for artworks and plans was installed.

DIGITISATION

Digitisation is the process of converting information in a physical format to a digital format. During the year, the State Library continued to digitise significant collections of Western Australian heritage material to preserve and make them more widely available. Digital objects were created and made available through the Library's catalogue.

A total of 61,384 items were digitised for preservation and access. A total of 149 audio recordings were digitised, including 107 cassette tapes of oral histories.

Other significant items digitised included:

- [John Forrest papers 1862–1919](#)
- [The Parliamentary Life of Edith Cowan: scrapbook](#)
- [Louis Claude Desaulses de Freycinet 1779–1842, Voyage autour du monde](#)
- [Hints for Pioneering Homemakers 1924](#)
- [Grenville Estate, North Perth, 2nd subdivision 1914](#)
- [Osborne Grange Estate, North Perth 1908](#)



State Library on the big screen in Yagan Square – July 2018

- [Chung Wah Association Records \(Perth, WA\)](#)
(Funding support for this digitisation was received from the Office of Multicultural Interests as part of the Sharing our Diverse Heritage Project.)
- [Richard Gale photographs](#)
- [West Australian Petroleum P/L photographs](#)

WESTERN AUSTRALIAN HERITAGE FILM DIGITISATION PROJECT – COLLABORATION

Following a successful fundraising campaign in 2018, the State Library was able to digitise films from its heritage collections. This year 102 films were digitised with campaign funding. With the support of Screenwest, some of the films have been projected on screens in Yagan Square. Further financial support for the project was also received during the year from the Friends of Battye Inc. who donated another \$7,000 to fund heritage film digitisation.

To further promote the films and to give insight into its diverse film collection, the Library partnered with local multimedia and visual arts collective Genrefonix, to curate a 30 minute compilation using the newly digitised film. The compilation gives a snapshot of locations, people and activities from across the State from the 1920s to 1950s. The Library then partnered with Heritage Perth for a free public screening of the

compilation during the Heritage Perth Weekend in October 2018.

Some of the films (where the works are no longer in copyright or permission has been granted by the copyright holder) are available on the Library website and the 30-minute compilation is available at [youtube.com/user/statelibrarywa/videos](https://www.youtube.com/user/statelibrarywa/videos)

ACCESS TO WESTERN AUSTRALIAN NEWSPAPERS ONLINE – PARTNERSHIP

The State Library continued to partner with Australian libraries in a digitisation program to make available all Australian newspapers that are out of copyright (generally newspapers published prior to 1955). This year, the Library contributed 48 Western Australian newspaper titles (237,998 pages) for digitisation. Newspapers digitised included the *South Western Times 1932–1954*, the *Coolgardie Pioneer 1895–1901*, the *Merredin Mercury and Central Districts Index 1912–1954*, the *Avon Argus and Cunderdin-Meckering-Tammin Mail 1925–1954* and *Geraldton Advertiser 1893–1905*. Once digitised, the newspapers are made available on Trove.

In 2018–2019, there were 3.97 million page views of Western Australian newspapers in Trove.

trove.nla.gov.au

PRESERVING AND ACCESSING NETWORKED DOCUMENTARY RESOURCES OF AUSTRALIA (PANDORA) – COLLABORATION

The Library contributes to PANDORA by identifying, digitally curating and archiving Western Australian Internet content. During the year, the Library archived 179 websites with a total data size of 28 gigabytes.

In March 2019, PANDORA content became part of the Australian Web Archive searchable in Trove. This rich and diverse web content brings together the PANDORA Archive, the Australian Government Web Archive and the National Library of Australia's .au domain harvest through single search interface available at trove.nla.gov.au/website

Western Australian websites archived included:

- [A significant collection from the 2019 Australian Federal election campaign](#)
- [Christmas Island Archives](#)
- [Wangka Goldfields Aboriginal Language Centre](#)
- [Western Australian Self-Funded Retirees Inc.](#)

LIBRARY MANAGEMENT SYSTEM

The basis of most electronic transactions in a library such as catalogue searches and loans are performed by a library management system (LMS). In April 2019, the State Library moved its LMS to a cloud-based service, ensuring more reliable access for clients. The move followed a significant system outage in November/December 2018.

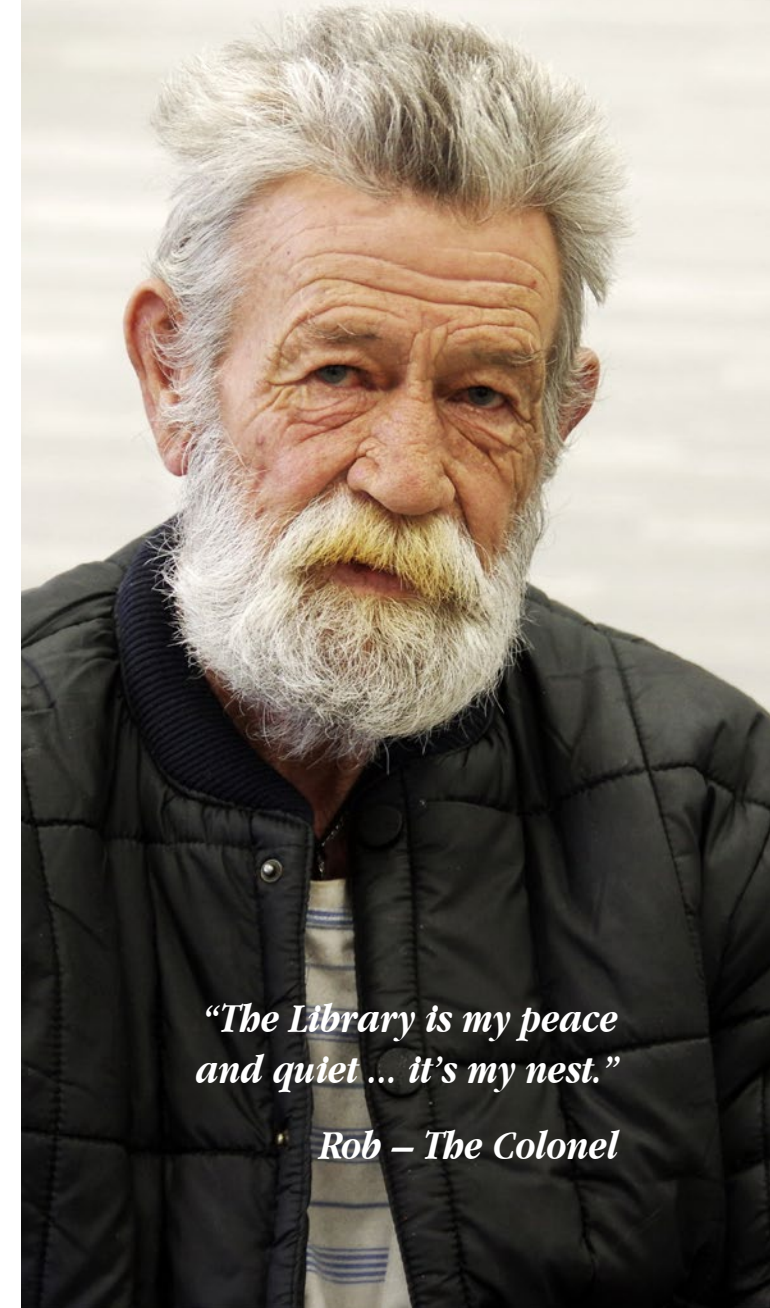
ACCESS TO ONLINE ELECTRONIC RESOURCES

The State Library subscribes to a range of online electronic resources (e-resources) that are free to use within the building, by Library members at home or on a mobile device. Subscriptions include Ebook Central, PressReader, The West Australian Archive Digital Editions, CSIRO Publishing, Gale Virtual Reference Library, Ancestry Library Edition, Find My Past, Migration to New Worlds, uTalk, Naxos Music Library, Grove Music Online, ProQuest Australia and New Zealand Newsstream, Story Box Library and Busy Things. State Library members downloaded more than 298,735 resources from these databases during the year.

GOVERNMENT LIBRARY AND RESEARCH SERVICES – COLLABORATION

A project is underway to redefine Government library and research services across the Western Australian public sector. The steering committee, with representatives from the State Library, Department of Planning, Lands and Heritage and the Department of Mines, Industry Regulation and Safety, continued to develop a new service model and worked with a small group of libraries to collect information and consider new collaborative ways of working. In addition, stakeholder engagement activities were conducted which included information sessions for library staff and a survey of public sector employees to ascertain needs and expectations of the library service.

The State Library will continue to work with the sector to develop and trial new service delivery models to deliver library and research services across Government.



“The Library is my peace and quiet ... it’s my nest.”

Rob – The Colonel



i Candice Worthington of the Reserve Bank of Australia presents the new Australian \$50 note to Barbara Patison, Acting Director Collection Services to commemorate the use of State Library images on the note – October 2018

STATE LIBRARY AND THE NEW \$50 BANKNOTE – COLLABORATION

In October 2018, the Reserve Bank of Australia released into circulation a new \$50 banknote featuring a portrait of Edith Cowan OBE, the first female member of an Australian Parliament. The banknote also features an image depicting a cracked gumnut brooch. Both images are based on photographs from the State Library’s heritage collections.

ASK A LIBRARIAN – COLLABORATION

The Ask a Librarian online enquiry service enables clients to submit their information requests to staff and receive assistance in locating information in the Library’s catalogue and collections of online resources. In 2018–2019, the service responded to 2,043 enquiries. The service is delivered in collaboration with other state libraries.

SOCIAL MEDIA ENGAGEMENT

The State Library is growing its engagement with users via social media. The Library has a number of social media instances including State Library, Storylines and Better Beginnings Facebook pages and the Library has Instagram and Twitter accounts. Social media is being used to engage the community with Library collections, programs and services. During the year, the number of Instagram followers doubled to more than 1,500 while total Facebook followers increased to more than 16,000.

- [facebook.com/statelibrarywa](https://www.facebook.com/statelibrarywa)
- twitter.com/statelibrarywa
- [instagram.com/statelibrarywa](https://www.instagram.com/statelibrarywa)
- [facebook.com/slwestorylines](https://www.facebook.com/slwestorylines)
- [facebook.com/betterbeginningsslwa](https://www.facebook.com/betterbeginningsslwa)
- [youtube.com/user/betterbeginnings](https://www.youtube.com/user/betterbeginnings)

PUBLIC DOMAIN DAY, 1 JANUARY 2019

A large number of the State Library's unpublished and orphaned works came into the public domain on 1 January 2019, due to changes in the *Copyright Act 1968* coming into effect on that date.

The change meant that many previously unpublished diaries, letters, notebooks, scripts, manuscripts and music scores, as well as published works where the author is unknown (known as orphaned works), are now able to be copied, published or repurposed in full without permission from a copyright owner. There are exceptions to these changes where there is an existing agreement in place between the donor and the library prohibiting these activities and where the works have already been made public, in which case copyright will expire 70 years after the date they were first made public.

Some of the many documents in State Library collections that are now in the public domain, digitised and made available online include:

- *With 'Matilda' on Horseback: or the Record of a Holiday Ride in the South West of Western Australia*, written by Emily Pelloe in 1918. This is an unpublished account of a riding holiday taken in spring 1917 by Pelloe and her friend Kitty Macully. This copy was given to Macully as a memento of the trip and includes sketches and photos.

- *Journal of Voyage from Plymouth to Western Australia*, November 1851-February 1852, written by William Merson. Merson was the ship's surgeon on board the *Will Watch*, a ship engaged by the Sidney Herbert Female Emigrant Society and the London Assurance Colonization Company to transport migrants to Australia. The journal gives a detailed account of the experience of taking a ship to Australia at that time and of sailors and passengers.
- *Edward Hardman's notebooks, ca. 1865-1884*. Hardman was a geologist, originally from Ireland, who joined two survey expeditions to the Kimberley – one with Alexander Forrest in 1883 and a second led by Harry Johnston in 1884. The 1884 expedition found traces of gold and was the catalyst for a short-lived Kimberley gold rush.
- *John Acton Wroth's diary, 1851-1853*. Wroth was transported as a convict to West Australia, was granted his ticket-of-leave (probation) on arrival in 1851 and a conditional pardon in 1853. The diary covers the journey to Western Australia and Wroth's early life in the colony.

Libraries continue to lobby for further changes to copyright legislation to provide more contemporary access to collections while recognising the rights of copyright owners.



"The Library feeds me."

Ralph – The Believer

SECTION 3

Agency Performance

Key achievements against the State Library's *Strategic Plan 2018–2022*.

A State Library that builds skills for the future

- ★ Enable lifelong literacy and learning for all Western Australians.
- ★ Develop our staff to be future focused, flexible and equally capable in traditional and digital environments.
- ★ Reflect Western Australia's diverse communities in our services and staff.

BETTER BEGINNINGS FAMILY LITERACY PROGRAM – PARTNERSHIP

The State Library's award-winning Better Beginnings Family Literacy Program continued to make an impact across the State. Over the 15 year partnership with Rio Tinto, more than 750,000 families have been provided with reading packs. This year 30,284 families with newborn babies received yellow reading packs, while 28,792 green reading packs were distributed to families via more than 808 schools with a kindergarten program. In addition, 611 children in 50 remote Aboriginal communities received reading packs specifically developed for Aboriginal families.

Rio Tinto was made a Fellow of the Library Board of Western Australia for its long-term contribution to the State Library's Better Beginnings Family Literacy Program. Since 2005, Rio Tinto has provided funding support for pilot initiatives, online engagement and outreach for the family focused program, which delivers long-term positive outcomes through raising literacy levels.

Another significant milestone was reached in March 2019 when Rio Tinto and the State Library were awarded the Hawaiian Corporate Social Responsibility Excellence Award at the Australian Institute of Management WA Pinnacle Awards. The Award recognised the long-term partnership between the two organisations and their commitment to improving literacy rates in Western Australia through early intervention with Better Beginnings.

Other highlights included:

- ➡ The release of the 2018 longitudinal evaluation report by Edith Cowan University indicating that due to Better Beginnings:

- 80 percent of parents read more to their baby.
- 72 percent of parents changed the way they communicated with their baby by intentionally talking, singing and reading with their baby more often.

- ➡ The evaluation of the pilot initiative, Sing With Me, found that:

- 82 percent of parents felt that Sing With Me increased their confidence to read and sing with their toddler and their understanding of why this is important for their child's development.
- 80 percent of parents reported reading and singing more often with their child after participating in the pilot.

- ➡ Additional Story Time Suitcases were made available for country public libraries. They contain plans and resources for libraries to deliver Story Time and Rhyme Time sessions. Four new Story Time Suitcases were developed on STEM themes (science, technology, engineering and mathematics). The suitcases were loaned 38 times to 22 country public libraries.

- ➡ 90 representatives from Western Australian public libraries participated in an Early Literacy forum showcasing successful early years library programs.

Better Beginnings is funded by the State Library, the Department of Primary Industries and Regional Development, Western Australian local governments and Rio Tinto. The program is delivered in partnership with local governments (through public libraries), Child and Adolescent Community Health, WA Country Health Service and the Department of Education



i The Hon. John Day, Chairman of the Library Board presenting Chris Salisbury, Chief Executive Iron Ore, Rio Tinto with a Library Board Fellowship – May 2019

(through Child and Parent Centres). The program's accessibility is supported by the Department of Justice (Corrective Services) and Department of Communities.

LITERACY MATTERS STRATEGY – COLLABORATION

The State Library is committed to literacy and learning and in 2017 launched its 10-year strategy, *Literacy Matters: State Library of Western Australia Literacy Strategy 2017–2027*. It focuses on collaboration and connection between existing services, and highlights the need for a collaborative approach across Government, the private sector, not for profit organisations and the community.

In 2018–2019, progress was made in a number of areas outlined in the strategy. A Literacy Alliance, comprising key organisations and community leaders, was established and developed a five year plan which

identifies gaps in service provision and promotes awareness of existing services.

In addition, six working groups have been formed focusing on areas such as digital literacy, youth literacy and literacy and the correctional system.

SUPPORT FOR THE WESTERN AUSTRALIAN PUBLIC LIBRARY NETWORK – PARTNERSHIP

The State Library provides support to local governments across the State for the provision of public library services. Support provided included: shelf-ready public library resources in a mix of physical and digital formats, advice and training and system software for the management of an inter library loans service.

During the year 367,715 items (including 299,837 new

items) were sent to refresh public library collections throughout Western Australia, including the Indian Ocean Territories. The service ensures that all libraries across the State continue to have a regular supply of new library materials.

WA PUBLIC LIBRARIES STRATEGY

The State Library continued to lead the implementation of the *WA Public Libraries Strategy*. Released in December 2017, the Strategy aims to establish a shared vision with all stakeholders for public library service development in Western Australia over the next four years.

Following engagement with stakeholders, the consultation report was endorsed by the Library Board of Western Australia (Board) and the Western Australian Local Government Association's State Council (WALGA) in July 2018.

The Public Libraries Working Group (PLWG), with representatives from State and Local Government, identified the development of a new tiered model for public library service delivery across the State and support for regional and remote public library services as the initial priorities. A framework for this new model, developed by a PLWG reference group, was endorsed by the Board and WALGA State Council at their respective May 2019 meetings.

This aspirational framework proposes that local government public library services will fall into one of three tiers depending on their population and capacity. Support for libraries in regional and remote areas has been incorporated into the new model and will be facilitated by the State Library using enhanced access to technology and online platforms to improve

support. Implementation of the new framework will be phased in during 2019–2020.

Work is also progressing on the Strategy’s priority to implement a single access card for the Western Australian public library system. Currently, a number of library management systems are used across the State and these offer limited interoperability requiring community members to hold a different card for each library service they use. Consultation has confirmed that a consolidated solution would be supported by the community, improve collaboration between libraries and offer a more efficient loans system. The State Library has identified funds from its operational budget for a business case to progress work on this card system.

The State Library continues to work with WALGA to ensure that consultation on the Strategy’s implementation aligns with the State and Local Government Partnership Agreement (August 2017) and strengthens this valuable long-standing partnership.

The CEO and State Librarian visited Christmas Island and Cocos (Keeling) Islands in May 2019, to discuss the implementation of the *WA Public Libraries Strategy* with Shire and library staff.

SERVICE DELIVERY MODELS

State Library staff worked with the City of Karratha to design a new service delivery model for Roebourne Public Library to ensure that their library service better meets the unique needs of their community. The State Library also supported the Shire of Brookton as they worked towards the implementation of a new library service model for their community.

TRAINING FOR PUBLIC LIBRARY STAFF

State Library staff provided in-person training at Beverley, York, Quairading and Corrigin as well as providing online opportunities via an e-learning platform. Fifteen online courses are available for completion by library officers around the State with 235 local government staff completing these during the year. This has enabled public library staff to feel more confident in the operation of their libraries, leading to an enhanced level of service to library customers across the State. A total of 1,811 information enquiries from public library staff were responded to via an online help desk.

INTER LIBRARY LOANS

A new *Inter Library Loans Code of Practice* was implemented by Public Libraries WA in September 2018. Based on the recommendations of the 2017 trial evaluation, the code aims to provide a more efficient and sustainable inter library loans service.

Inter library loans are recognised as an important supplement, but not replacement for, collection development practices to meet the reading and information needs of local communities. While the Code places restrictions on the inter library loan of some materials across the State, there are exceptions for library members with special needs, including people with disabilities requiring particular formats, for access to material in languages other than English for members from culturally and linguistically diverse backgrounds and for members of libraries in non-metropolitan areas serving a community of less than 1,000 people.

From September 2018 through to the end of June 2019, there were 43,316 inter library loans, a 35 percent

decrease in loans compared to the same period last year.

A review of the service will be undertaken in September 2019 to determine the effect restrictions have had on communities and to determine if any changes to the current guidelines are required.

PUBLIC LIBRARY E-RESOURCES

The State Library works with public libraries to make consortia licence arrangements for access to popular digital resources including e-books, e-audiobooks, e-magazines and streaming videos. Digital platforms including OverDrive, BorrowBox, RB digital and Kanopy are made available to all Western Australian public library members with access to over 65,000 titles, with new content regularly selected by public librarians.

The use of digital resources continued to rise for e-books and e-audiobooks. Loans of e-magazines decreased 11 percent while e-books and e-audiobooks increased 24 percent. Downloads of streaming video increased 200 percent, but it should be noted that streaming films were only available for part of the previous year. Overall there were more than 1.855 million e-resource loans across all formats this year, an increase of 21 percent from 2017–2018. Loans of digital resources now account for more than 12 percent of all loans from public libraries across the State.

The very popular Ancestry Library Edition family history database is available to use at any one of the State’s 233 public libraries for free. Britannica Online, Story Box Library and Busy Things online educational resources are also made available to public library members for free. Downloads from these databases increased four percent from 2017–2018.

TRENDS IN PUBLIC LIBRARY USAGE

The State Library coordinates the collection of statistical data from Western Australian 233 public libraries, however full data for 2018–2019 will not be available until late 2019. Information gathered for 2017–2018 showed a mix of increases in use of digital resources and participation in programs against decreases in loans of physical resources, visits, enquiries and memberships.

	2016–2017	2017–2018	
Loans of physical resources	14,057,428	14,025,379	●
Loans of digital resources	1,184,125	1,699,701	●
Visitors in person and online	14,801,514	13,982,604	●
Enquiries	1,494,048	1,478,980	●
Members	948,145	848,380	●
Number of library programs	31,376	31,750	●
No. attending programs	585,758	635,765	●

Loans and membership are no longer the main indicators of public library usage. Many patrons visit or use the services of the public library for purposes other than borrowing library materials, such as library programs and events for children and adults, or using the Internet and online services. In addition, with the availability of e-resources at home and via mobile devices, many public library users chose to visit their public library online rather than in person with a 44 percent increase in the loan of e-resources by public library members between 2016–2017 and 2017–2018.

LIBRARY BOARD OF WESTERN AUSTRALIA AWARD FOR INNOVATION AND COLLABORATION

The Library Board Award for Innovation and Collaboration recognises excellence in the library sector by any person, library or organisation in Western Australia. Collie Public Library won the 2019 Library Board Award for Innovation and Collaboration (Small Regional) for their seed library project and the City of Canning (Metropolitan and Large Regional) for their learning strategy and, in particular, their focus on supporting small business people within their local government.

Commendations were awarded to Bindoon Library for their network of free little libraries and Esperance Public Library for their senior digital skills program.

Nominations for the Award were received from ten library services:

Albany Public Library

The Great Southern Regional Spydus Consortia, eight Shires with 12 library branches, led by Albany Public Library, launched in early 2018 to deliver a shared library management system (LMS) across the region that lowered local government costs and delivered better library services to communities. Participating Shires included: Broomehill-Tambellup; Cranbrook; Denmark; Gnowangerup; Jerramungup; Katanning; Kojonup and Plantagenet. The region covers 39,000km² and is home to over 60,000 people. Transition to a new, shared LMS was a long hoped-for development to permit more efficient and effective collaboration across the region.

Caroline Jones, Manager Community Learning, City of Canning with the Award for Innovation and Collaboration (Metropolitan and Large Regional) – May 2019





The Hon. John Day, Chairman of the Library Board presenting Shannon Wood, Manager Information Services, Shire of Collie with the Award for Innovation and Collaboration (Small Regional) – May 2019

a topic, person, place or thing that allows items catalogued on Trove to be listed under a Trove List heading. The items listed can be images, books, newspaper articles, people or music. These lists provide easy access to local history information without the need for searching. Bassendean has created and curated 97 different lists to date.

Bindoon Public Library

In order to make books, audio books and DVDs more accessible to the community, the Library has installed five Little Free Libraries, several of which are in remote locations. The libraries are stocked with donated items that are free to take or exchange. This is innovative in that it is a public library establishing and maintaining this popular type of service that is usually instigated and operated by individuals. The libraries have been embraced by the community and travellers.

City of Canning

The City of Canning has been undertaking a transformation process enabling the City's libraries to deliver on the vision of their Learning City Strategy. In September 2018, the Riverton Library reopened following an extensive refurbishment with spaces that support flexible and dynamic use. Technological and physical spaces can be adapted to serve the needs of the customer so they are now able to deliver opportunities not just for traditional families, seniors and student library users, but also to meet the needs of Canning's 8,500 businesses. Business support integrated through libraries capitalises on the Library's reputation within the community as a safe, trusted space with access to lifelong learning opportunities and advanced technological access.

City of Armadale Libraries

The City of Armadale Birtwistle Local Studies Library created a MediaWiki instance called BirtwistleWiki. This wiki, originally populated with WWI records, and expanded to cover WWII and local cemeteries, recognises the contribution made by servicemen and others from the local areas, providing access to over 1,400 records of soldiers, nurses, sailors and early residents. The MediaWiki platform has enabled records to be cross referenced, and grouped by ship, unit, training camp, hospitals, medals, monument, gravesite and family. With a strong focus on social aspects, the wiki allows for personal stories to be told while also allowing for military records to be fully explored. Since its launch the wiki has expanded to include records from the neighbouring local government areas – Shire of Serpentine-Jarrahdale and the City of Gosnells.

Shire of Augusta Margaret River Library Service

In partnership with Be Connected, the Augusta Margaret River Shire Library Service rolled out a new tutoring program for over 50s, Be Connected Online Tutoring. Programs aiming to encourage Seniors to get online had previously been run, and based on feedback, the new program provides individual one-on-one information technology tutoring for 50 Learners over the age of 50, with the emphasis on allowing them to direct the sessions towards their own interest, whether it be social media, emailing, use of mobile devices, accessing MyGov, taking or managing photos.

Bassendean Memorial Library

Bassendean Memorial Library use Trove Lists to make their local history collection more accessible to members of the community. Trove Lists are an organisational method, essentially a bookmark on

Cockburn Libraries

Cockburn History is a new local history website bringing together digitised library collections and a wealth of new historical research and writing. The Library's local history collections were previously stored on various hosting sites with links from their website or were not publically available. The new website makes them all available in a single accessible collection.

Collie Public Library

Collie Public Library in collaboration with the Collie Community Garden established the Collie Seed Library. The concept was simple- to create a self-sustaining source of seeds that are available to library clients for free, to allow them to grow and consume fresh produce at home. The project encouraged new and existing clients to the Library to utilise the new Seed Library and also saw a rise in the number of gardening and sustainability books which were being borrowed.

Esperance Public Library

The Esperance Public Library has been offering seniors help with technology since 2013 where clients can get help from skilled staff on any technology related issue, ranging from basics of online connection to media production. In 2018, the Library successfully obtained a grant from Good Things Foundation to employ a Project Officer to deliver and expand the Tech Help program with a goal of assisting 250 seniors within the Esperance Shire with technology concerns. By May 2018, 170 seniors had signed up and the program has been expanded to the Shires of Ravensthorpe and Dundas.

Rockingham Central Library

The City of Rockingham Toy Library opened at the Rockingham Central Library in February 2019. Previously run as a not for profit incorporated body as the Rockingham Districts Toy Library Inc. the library had moved several times in the last few years due to the lack of a suitable permanent home. The City of Rockingham decided to take this venture on and created a new model for the toy library integrating it as part of the regular library service.

VISABILITY – PARTNERSHIP

The State Library continued to support VisAbility in providing library services for people who are blind, vision impaired or who have a print disability. The service makes books and published titles accessible to individuals in their preferred format, such as talking books, Braille or large print. VisAbility also has a large digital library catering exclusively to people with a print disability. To promote a wider understanding of and access to VisAbility, the State Library has worked with the organisation to promote its services within public libraries and through them, to the Western Australia community.

NATIONAL AND STATE LIBRARIES AUSTRALIA – PARTNERSHIP

National and State Libraries Australia (NSLA) is a leading library sector collaboration delivering value for the people of Australia. The nine member libraries representing the national, state and territory libraries of Australia who are committed to achieve more through working together.

Since 2007, NSLA has undertaken an extensive program of activity to maximise the benefits of this partnership. Member libraries share strategic thinking, expertise and specialist solutions to increase productivity and achieve better outcomes.

A major change to the partnership came into effect from 1 July 2018, with the National Library of New Zealand withdrawing to focus on its own set of priorities, however libraries on both sides of the Tasman will continue come together to address specific regional issues when required.

The State Library of Western Australia continued to allocate a significant level of resources from across the organisation to participate in all NSLA working groups and communities of practice. As reported elsewhere in this report, the major focus for NSLA libraries in 2018–2019 was the launch of the national electronic deposit system, NED.

Other NSLA groups the State Library contributed to included:

- ➔ An Indigenous Cultural Competency Steering Group, co-chaired by State Library staff, was formed in December 2017 to develop a shared approach to strengthening Indigenous cultural competency for library staff. In 2018–2019, the group’s focus was the development of an Aboriginal and Torres Strait Islander Cultural Learning Program that will include foundation training for all NSLA staff, role-specific training for collections staff and national principles for Indigenous cultural competency to accompany library-specific strategies. During the year, 164 staff across all NSLA libraries participated in CORE, a pilot online foundational cultural competence training course delivered by the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS). Eleven State Library staff, including the CEO and State Librarian and a member of the Library Board, participated in the pilot training. Learning from this pilot will inform the training to be rolled out to all NSLA staff by 2022.
- ➔ NSLA eResources Consortium secures access to commercial electronic databases for NSLA libraries, aiming to simplify and improve licencing arrangements, maximise efficiency, innovation and sustainability for NSLA libraries, and explore opportunities for making databases more widely available to all Australians, regardless of where they live. During 2017-2018, State Library made available 32 subscriptions from 16 vendors via the Consortium.

- ➔ NSLA Digital Preservation Community of Practice continued to support professional development through sharing knowledge and information that helps increase the skills and knowledge of State Library staff.
- ➔ NSLA Visitor Experience Community of Practice continued to share advice and information about the shared trends and issues of library service delivery across the country.
- ➔ NSLA Copyright Community of Practice continued to share knowledge regarding the impact of Copyright legislation on library collections and practices. One of the aims of the group is to ensure consistent information is available to library users across Australia regarding their rights to use and reuse materials for library collections under the *Copyright Act 1968*.

More information about NSLA can be found at

✉ nsla.org.au

GAMIFIED BUSSELL DIARIES – COLLABORATION

The State Library has continued to collaborate with Curtin University’s HIVE (Hub for Immersive Visualisation) on new ways to engage with State Library collections. This year, a new game-based program was developed which allowed primary school students to learn and have fun with the diaries of Frances Louisa Bussell, written in the 1830s.

LEARNING ENGLISH THROUGH STORYTIME

Learning English through Storytime (LETS) sessions continued to be well attended by families from a range of countries and who now call Western Australia home. Sixteen families attended LETS programs wanting to improve their English literacy, language and numeracy skills. Parents, carers and their children attended weekly sessions where they learnt language based around a range of themes through engagement in songs, stories and activities. The informal and friendly approach to learning supports parents to develop home literacy practices and help their children prepare for school. Feedback from participants showed that the program improved the confidence of both adults and children in their care to speak and understand English.

LET’S TALK ENGLISH CONVERSATION GROUPS

The Let’s Talk English program is for adults whose first language is not English. The small, informal chat-based group sessions, held in the Library twice a week, enables attendees to build their confidence, learn new words and practice speaking English. They are led by a trained facilitator and supported by volunteers. The program, which began in 2017, continues to be popular with around 15 people attending each session.

Significant Issues Impacting the Agency

- ✱ As part of the implementation of the *WA Public Libraries Strategy*, the Library Board is leading the development of a new model to support public library service delivery in the State. The new model will guide the evolution of public library services so that they remain efficient, sustainable and relevant to meet the knowledge, literacy and learning needs of Western Australians today and into the future. Extensive consultation with key stakeholders including the Western Australian Local Government Association has already occurred. All stakeholders have indicated their support for the change. Further consultation is expected to occur with local government authorities in early 2019-2020 to finalise the detail of the new model and associated support services. Full implementation of the new model is expected from 1 July 2020.
- ✱ To meet growing community demand for access to information in digital format, the State Library is increasing its capacity to collect, create and manage digital format materials and skill its workforce accordingly. There is a pressing need for a digital preservation management system to store, preserve and make accessible these digital materials for future generations.
- ✱ With over one million people visiting the Library building in person each year, the State Library is focussed on ensuring visitors are met with contemporary, attractive, functional and accessible spaces that showcase the State's heritage document collections and library services.



SECTION 5

Disclosures and Legal Compliance

Ministerial Directives

No Ministerial directives were received during the year.

Other Financial Disclosures

PRICING POLICIES OF SERVICES PROVIDED

All fees and charges are reviewed annually according to approved methodologies and adjusted for CPI in line with Department of Treasury advice. Fees and charges for services provided and for venue and equipment hire are available on the Library's website slwa.wa.gov.au/our-services/fees-charges

CAPITAL WORKS EXPENDITURE SUMMARY

Capital expenditure in 2018–2019 totalled \$8.935 million against a total revised budget of \$9.457 million.

Capital funds were predominantly spent on acquiring public library, general reference and heritage materials.

Capital Works Funding Allocations 2018–2019

Library materials funding	\$9,641,000
Approved carry-overs from 2017–2018	(\$184,000)
Other (ICT Program)	-

Total 2018–2019 Capital Works Funding (Revised Budget) \$9,457,000

Capital Works Expenditure	
2018–2019 capital expenditure	\$8,935,000
Funds Remaining:	
Library materials carry-forward	\$522,000

Total Funds Remaining \$522,000

Total 2018–2019 Capital Works Revised Budget \$9,457,000

The library materials underspend of \$522,000 is due to an underspend in public library materials acquisitions (\$50,000) and an underspend in general reference and heritage materials acquisitions (\$472,000). The latter underspend largely arose because of the inherent difficulties in planning for the purchase of Western Australian

heritage materials that do not come to market on a predictable basis and prices paid vary significantly according to market conditions and the materials available.

A carry-forward will be sought for the underspend. Without the carry-forward, the Library Board's ability to meet its obligations to acquire Western Australian heritage and other materials for the benefit of the State and the people of Western Australia would be significantly impacted.

EMPLOYMENT AND INDUSTRIAL RELATIONS

The full time equivalent (FTE) staffing as at 30 June 2019 was 123.47 compared to 150.66 for the previous financial year.

Employment category	Women			Men			Total		
	2017	2018	2019	2017	2018	2019	2017	2018	2019
Permanent, Full-Time	54	63	50	41	40	29	95	103	79
Permanent, Part-Time	64	49	53	8	2	9	72	51	62
Fixed Term, Full-Time	5	6	3	1	3	0	6	9	3
Fixed Term, Part-Time	5	7	2	4	3	0	9	10	2
Casual paid on 30 June	0	0	0	0	0	0	0	0	0
Other*	0	0	2	0	1	1	0	1	3
Total	128	125	110	54	49	39	182	174	149

*Employees seconded in or out of the agency, or not being paid for reasons such as leave without pay or parental leave.

STAFF DEVELOPMENT

The State Library is committed to staff development and during the year employees across the agency attended various professional development opportunities relevant to their role.

Training in 2018–2019 focused on:

- digital security information sessions;
- adapting to change;
- transition to retirement sessions;
- anti-bullying training for managers; and
- injury management training.

TRAINING OPPORTUNITIES FOR COMMUNITY MEMBERS – COLLABORATION

The State Library is committed to providing opportunities for people to gain skills and work opportunities with the organisation. In 2018–2019 the Library continued hosting a school-based trainee and two Aboriginal trainees through Public Sector Commission programs. The State Library also provided professional development sessions for two teacher librarian students, increased workplace learning opportunities for Library and Information Sciences students and provided project based placements for four university students.

WORKERS COMPENSATION

Two claims for compensation were received in 2018–2019, the same number as in the previous year. One of the 2018–2019 claims was for a period of more than 60 days.

UNAUTHORISED USE OF CREDIT CARDS

Officers of the Library Board hold corporate credit cards where their functions warrant usage of this facility. Cardholders are reminded of their obligations under the Department of Local Government, Sport and Cultural Industries' *Purchasing Card Policy*, however, there was one instance of a corporate credit card being used not for official business. The matter was not referred for disciplinary action as the personal use amount was settled, and the nature of the expenditure was immaterial and characteristic of an honest mistake.

Details required

Aggregate amount of personal use expenditure for the reporting period	\$13.60
Aggregate amount of personal use expenditure settled by the due date (within 5 working days)	-
Aggregate amount of personal use expenditure settled after the period (after 5 working days)	\$13.60
Aggregate amount of personal use expenditure outstanding at balance date	-

Governance Disclosures

INSURANCE

Insurance premiums were paid to indemnify any director against a liability incurred under sections 13 and 14 of the *Statutory Corporations (Liability of Directors) Act 1996*. The amount paid for Directors and Officers liability insurance for the period 11 November 2018 to 11 November 2019 was \$5,208.50.

BOARD AND COMMITTEE REMUNERATION

Board members received no remuneration and the Library Board is not listed on the Register of Government Boards and Committees published by the Department of Premier and Cabinet.

Other Legal Requirements

EXPENDITURE ON ADVERTISING

In accordance with section 175ZE of the *Electoral Act 1907*, the State Library incurred the following expenditure in advertising, market research, polling, direct mail and media advertising:

Total expenditure for 2018–2019 was \$9,543.

Expenditure was incurred in the following areas:

Advertising agencies	Nil
Market research organisations	Nil
Polling organisations	Nil
Direct mail organisations	Nil
Media advertising organisations:	\$7,455
Marketforce Advertising	\$4,676
Initiative Media	\$1,532
West Australian Newspapers Ltd	\$653
Scoop Digital	\$500
State Law Publisher	\$94
Recruitment advertising:	\$2,088
Australian Library and Information Association	\$1,945
Initiative Media	\$143

Of the total amount spent on advertising, \$500 was funded by The Minderoo Foundation Pty Ltd to promote the From Another View exhibition and \$1,532 was funded by Rio Tinto Ltd to promote literacy messages to the Western Australian community.

DISABILITY ACCESS AND INCLUSION PLAN – COLLABORATION

The following is a report against the outcomes of the Library's *Disability Access and Inclusion Plan* (DAIP). During the year, a new plan covering 2019 to 2023 was released. For the first time the State Library worked with the State Records Office of Western Australia to develop a plan to guide how the agencies will develop their facilities, collections and services for people with disabilities.

Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by the State Library of Western Australia and the State Records Office of Western Australia.

- ➔ Functions and events were accessible with the needs of people with disabilities taken into consideration in planning the function or event. Auslan interpreters were used for some sessions of the State Library's Disrupted Festival of Ideas 2018. Sessions were also live-streamed online.
- ➔ The State Government through the State Library continues to provide funding to VisAbility for the provision of a public library service to members of the community that have print disabilities.
- ➔ The State Library's Better Beginnings Family Literacy Program supports parents in reading with children to build early literacy development. Better Beginnings provides resources specifically for families with parents and / or children with disabilities including Braille and audio versions. In 2018–2019, 13 packs were distributed to families. Packs were also provided to VisAbility and Perth Children's Hospital for use by occupational therapists working directly with families. Lending kits that model using resources from around the home to create sensory aspects of picture books are also available for families to borrow for free from their public library.

Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the State Library of Western Australia and the State Records Office of Western Australia.

- ➔ The State Library makes available materials suitable for people with disabilities in the State-wide public library collection. Materials available in the State's 233 public libraries include: Large print books (159,000), DVDs (228,000) and

audio books in a variety of formats (158,000). All Western Australian public library members are also able to access over 65,000 e-books, e-audiobooks and e-magazine titles from the comfort of their own home or on a mobile device. Access is free to anyone that has an Internet connection and a smartphone, tablet or personal computer. A free streaming service for films is also available. Most e-resources are available in formats suitable for people with disabilities.

Outcome 3: People with disability receive information in a format that will enable them to access that information as readily as other people are able to access it.

- ➔ Alternative formats for publications and information are available on request. One request was received in 2018–2019 to have the new State Library and State Records Office DAIP made available in audio format.
- ➔ Two senior staff attended State Government Network meetings. The meetings are useful for information sharing between Government agencies and non-government organisations.
- ➔ The State Library offers an online Ask a Librarian enquiry service for people who cannot visit the Library in person or who have trouble with verbal communication or hearing. The online service is available for free.

Outcome 4: People with disability receive the same level and quality of service from the staff of the State Library of Western Australia and the State Records Office of Western Australia as other people receive from the staff of the State Library of Western Australia and State Records Office of Western Australia.

- ➔ State Library staff attended accessibility training at the Centre for Accessibility in Fremantle.
- ➔ All staff were provided briefings on the new State Library and State Records Office DAIP and the DAIP Committee at staff meetings.

Outcome 5: People with disability have the same opportunities as other people to make complaints to the State Library of Western Australia or the State Records Office of Western Australia.

- ➔ There are a number of mechanisms for clients to make complaints – online and paper-based. There are no special provisions for people with disability to make a complaint. Staff are instructed to assist a user making a complaint if required.

Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by the State Library of Western Australia or the State Records Office of Western Australia.

- ➔ The main activities in 2018–2019 centered on the review of the previous DAIP and development to approval of the new State Library and State Records Office DAIP 2019–2023. Both agencies participated in consultation for the Culture and Arts Portfolio conducted by DADAA. The consultation looked at access to services and facilities and generated suggestions for the new DAIP. The draft DAIP was circulated for comment to all staff, disability service providers and members of the State Library. Feedback received was incorporated into the new DAIP.

Outcome 7 – People with disability have the same opportunities as other people to obtain and maintain employment with the State Library of Western Australia or the State Records Office of Western Australia.

- ➔ While no staff identify as having a disability, a number of people with disabilities volunteer at the State Library. Tasks are assigned that take into account their disabilities and the work environment is adapted to fit their individual needs.
- ➔ The State Library has contracted the Spine and Limb Association to manage the discard of public library materials. Approximately 300,000 materials are discarded from public libraries each year. This contract provides meaningful employment to people with disabilities.
- ➔ The State Library has a contract with Activ to prepare Better Beginnings packs for distribution to families across the State. This contract provides meaningful employment to people with disabilities.

COMPLIANCE WITH PUBLIC SECTOR STANDARDS AND ETHICAL CODES

The Department of Local Government, Sport and Cultural Industries worked with the culture and the arts portfolio agencies, including the State Library, to ensure that legislative and public sector compliance was achieved. The Department’s Human Resources team provided services to the State Library to support its specific workplace issues and needs, including the development and implementation of human resource policies, procedures and guidelines, industrial relations advice and support and the provision of payroll services. Library staff are provided access to the

human resources policies, procedures and guidelines that govern their employment.

The Library continued to promote accountable and ethical business practice by:

- Requiring new staff to complete Accountable and Ethical Decision Making training.
- Communicating and educating staff on the agency’s *Code of Conduct*.
- Ensuring new staff receive training on the minimum legislative requirements for working within the public sector including, but not limited to recordkeeping, procurement and Freedom of Information.

In 2018–2019, the State Library recorded:

- No breaches of the *Public Sector Standards in Human Resource Management*.
- No breaches of the *Public Sector Code of Ethics* or the *State Library Code of Conduct*.
- No formal grievances.
- No incidence of misconduct.
- No Public Interest Disclosures.

RECORDKEEPING PLAN

Staff were offered basic assistance with recordkeeping requirements and guidance in using the functionality of a records database. User training for an upgrade to records management software used by the State Library was carried out in August and September 2018.

Government Policy Requirements

SUBSTANTIVE EQUALITY

The Library is committed to the elimination of systemic discrimination from all its policies, practices and services. As one of the State’s most visited cultural organisations, clients come from diverse backgrounds, and strategies are in place to ensure that everyone can understand and access the agency’s services. Some examples of initiatives include the Better Beginnings program for Aboriginal families and participation as a host agency in the Public Sector Commission’s Aboriginal Traineeship Program.

OCCUPATIONAL SAFETY, HEALTH AND INJURY MANAGEMENT

The State Library operates under the Department of Local Government, Sport and Cultural Industries' *Occupational Safety and Health Policy and the State Library's Management Commitment Statement*. The Library's senior management is committed to ensuring that all employees, clients and contractors are safe from injuries and risks to health while they are at work or visiting the State Library building. They accept that employee and client health and safety is primarily a responsibility of management. Specific policies, work practices and procedures compliant with the *Occupational Safety and Health Act 1984* have been developed to address hazards and hazardous work processes in the work place.

COMPLIANCE WITH INJURY MANAGEMENT REQUIREMENTS

Measures	Results, targets and commentary for State Library of Western Australia 2018–2019			
	Results 2017– 2018	Results 2018– 2019	Targets	Comments towards targets
Number of fatalities	0	0	0	Target achieved
Lost time injury and/or disease (LTI/D) incidence	0.57	0.0	0 or 10% reduction in incidence rate	Target achieved
Lost time injury and/or disease (LTI/D) severity rate	0	0	0 or 10% reduction in severity rate	Target achieved
Percentage of injured workers returned to work within (i) 3 weeks and (ii) 26 weeks	(i) 100%	(i) 100%	Greater than or equal to 80% return to work within 26 weeks	Target achieved

GOVERNMENT BUILDING TRAINING POLICY

No contracts subject to this Policy were awarded during the year.

RISK MANAGEMENT

The Library Board has oversight of risk management at the State Library via the Board Audit and Risk Management Committee.

Recommendations from an audit of the Library's Risk Management Framework and Policy continued to be actioned. A formal review of the operational risk register by Directorates took place in June 2019. A strategic risk register is also maintained by the agency.

INTERNAL AUDIT

In compliance with Section 53(1)(d) of the *Financial Management Act 2006* and *Treasurers' Instruction 1201*, the Library Board has established and maintains, an effective Internal Audit function to improve governance, risk management and internal controls within the agency. The role of the Internal Audit is contained in the audit charter as endorsed by the Audit and Risk Committee and approved by the Library Board.

The Internal Audit function completed various planned and ad hoc audit assignments. Audits completed and reviewed by the Library Board's Audit and Risk Committee, were a combination of audits as per the approved risk-based strategic audit plan and audits initiated by management.

Meaningful and practical audit recommendations were made in a number of areas including Information and Communication Technology incidents, library collections stocktake and valuation process and the ongoing compliance with State Supply Policies. Management has adopted all and since implemented most of the audit recommendations.



State Library
OF WESTERN AUSTRALIA

SECTION 5

Estimates

2019
2020



Tl 945 Budget Estimates

STATEMENT OF COMPREHENSIVE INCOME

» FOR THE PERIOD ENDING 30 JUNE 2020

	Estimate \$'000
COST OF SERVICES	
Expenses	
Employee benefits	12,619
Supplies and services	4,718
Depreciation and amortisation expense	12,153
Accommodation	2,373
Grants and subsidies	300
Cost of sales	-
Finance and interest costs	-
Other expenses	408
TOTAL COST OF SERVICES	32,571
Income	
User charges and fees	890
Sales	-
Sponsorship	-
Donated works of art	-
Bequest trust and special purpose funds contributions	-
Interest revenue	32
Commonwealth grants and contributions	245
Other revenue	542
Total Income	1,709
NET COST OF SERVICES	30,862
INCOME FROM STATE GOVERNMENT	
Service appropriation	29,097
Royalties for Regions Fund	250
Assets transferred / (assumed)	-
Grants and subsidies from State Government	-
Resources received free of charge	845
TOTAL INCOME FROM STATE GOVERNMENT	30,192
SURPLUS / (DEFICIENCY) FOR THE PERIOD	(670)

These estimates do not form part of the 2018–19 financial statements and are not subject to audit.

TI 945 Budget Estimates

STATEMENT OF FINANCIAL POSITION

» FOR THE PERIOD ENDING 30 JUNE 2020

Estimate
\$'000**ASSETS****Current Assets**

Cash and cash equivalents	2,314
Restricted cash and cash equivalents	561
Inventories	-
Receivables	449
Amounts receivable for services	9,223
Other current assets	470
Total Current Assets	13,017

Non-Current Assets

Restricted cash and cash equivalents	1,569
Amounts receivable for services	22,318
Other financial assets	-
Property, plant and equipment	46,723
Library collections	119,822
Intangibles	-
Other non-current assets	-
Total Non-Current Assets	190,432
TOTAL ASSETS	203,449

LIABILITIES**Current Liabilities**

Payables	815
Provisions	2,227
Funds held in trust	-
Other current liabilities	-
Total Current Liabilities	3,042

Non-Current Liabilities

Provisions	530
Other non-current liabilities	-
Total Non-Current Liabilities	530
TOTAL LIABILITIES	3,572

EQUITY

Contributed equity	57,305
Reserves	96,358
Accumulated surplus / (deficit)	46,214
TOTAL EQUITY	199,877
TOTAL LIABILITIES AND EQUITY	203,449

These estimates do not form part of the 2018–19 financial statements and are not subject to audit.

TI 945 Budget Estimates

Estimate
\$'000**STATEMENT OF CASH FLOWS**

» FOR THE PERIOD ENDING 30 JUNE 2020

CASH FLOWS FROM STATE GOVERNMENT

Service appropriations	16,944
Capital appropriation	-
Holding account drawdowns	9,642
State grants and subsidies	-
Royalties for Regions Fund	250
Net Cash provided by State Government	26,836

CASH FLOWS FROM OPERATING ACTIVITIES**Payments**

Payment from trust fund	-
Employee benefits	(12,575)
Supplies and services	(4,635)
Accommodation	(1,629)
Grants and subsidies	(300)
GST payments on purchases	(1,507)
GST payments to tax authority	-
Finance and interest costs	-
Other payments	(408)

Receipts

Receipts into trust fund	-
Sale of goods and services	-
User charges and fees	735
Commonwealth grants and contributions	245
Interest received	32
Sponsorship	-
Bequest trust and special purpose funds contributions	-
GST receipts	74
GST receipts from taxation authority	1,434
Other receipts	653

Net cash from operating activities (17,882)**CASH FLOWS FROM INVESTING ACTIVITIES**

Purchase of non-current assets	(9,642)
--------------------------------	---------

Net cash from investing activities (9,642)**NET INCREASE / (DECREASE) IN CASH HELD (688)**

Cash assets at the beginning of the reporting period	5,132
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Cash assets at the end of the reporting period 4,444

Financial Statements

2018 2019



Certification of Financial Statements

» FOR THE PERIOD ENDING 30 JUNE 2019

The accompanying financial statements of the Library Board of Western Australia have been prepared in compliance with the provisions of the *Financial Management Act 2006* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2019 and the financial position as at 30 June 2019.

At the date of signing we are not aware of any circumstances which would render the particulars included within the financial statements misleading or inaccurate.



James Dew
Chief Finance Officer
5 September 2019



Hon. John Day
Chairman
Library Board of Western Australia
5 September 2019



Anne Banks-McAllister AM
Member
Library Board of Western Australia
5 September 2019

Independent Audit Opinion



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

The Library Board of Western Australia

Report on the Financial Statements

Opinion

I have audited the financial statements of The Library Board of Western Australia which comprise the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows for the year then ended, and Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the operating results and cash flows of The Library Board of Western Australia for the year ended 30 June 2019 and the financial position at the end of that period. They are in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions.

Basis for Opinion

I conducted my audit in accordance with the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Board in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial statements. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibility of the Board for the Financial Statements

The Board is responsible for keeping proper accounts, and the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions, and for such internal control as the Board determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board is responsible for assessing the agency's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Western Australian Government has made policy or funding decisions affecting the continued existence of the Board.

Auditor's Responsibility for the Audit of the Financial Statements

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial statements. The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the agency's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the agency's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on Controls

Opinion

I have undertaken a reasonable assurance engagement on the design and implementation of controls exercised by The Library Board of Western Australia. The controls exercised by the Board are those policies and procedures established by the Board to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions (the overall control objectives).

My opinion has been formed on the basis of the matters outlined in this report.

In my opinion, in all material respects, the controls exercised by The Library Board of Western Australia are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2019.

The Board's Responsibilities

The Board is responsible for designing, implementing and maintaining controls to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities are in accordance with the *Financial Management Act 2006*, the Treasurer's Instructions and other relevant written law.

Independent Audit Opinion (continued)

Auditor General's Responsibilities

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the suitability of the design of the controls to achieve the overall control objectives and the implementation of the controls as designed. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3150 *Assurance Engagements on Controls* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements and plan and perform my procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the overall control objectives and the controls, necessary to achieve the overall control objectives, were implemented as designed.

An assurance engagement to report on the design and implementation of controls involves performing procedures to obtain evidence about the suitability of the design of controls to achieve the overall control objectives and the implementation of those controls. The procedures selected depend on my judgement, including the assessment of the risks that controls are not suitably designed or implemented as designed. My procedures included testing the implementation of those controls that I consider necessary to achieve the overall control objectives.

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

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and implemented as designed, once the controls are in operation, the overall control objectives may not be achieved so that fraud, error, or noncompliance with laws and regulations may occur and not be detected. Any projection of the outcome of the evaluation of the suitability of the design of controls to future periods is subject to the risk that the controls may become unsuitable because of changes in conditions.

Report on the Key Performance Indicators

Opinion

I have undertaken a reasonable assurance engagement on the key performance indicators of The Library Board of Western Australia for the year ended 30 June 2019. The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide performance information about achieving outcomes and delivering services.

In my opinion, in all material respects, the key performance indicators of The Library Board of Western Australia are relevant and appropriate to assist users to assess the Board's performance and fairly represent indicated performance for the year ended 30 June 2019.

The Board's Responsibility for the Key Performance Indicators

The Board is responsible for the preparation and fair presentation of the key performance indicators in accordance with the *Financial Management Act 2006* and the Treasurer's Instructions and for such internal control as the Board determines necessary to enable the preparation of key performance indicators that are free from material misstatement, whether due to fraud or error.

In preparing the key performance indicators, the Board is responsible for identifying key performance indicators that are relevant and appropriate having regard to their purpose in accordance with Treasurer's Instruction 904 *Key Performance Indicators*.

Auditor General's Responsibility

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the key performance indicators. The objectives of my engagement are to obtain reasonable assurance about whether the key performance indicators are relevant and appropriate to assist users to assess the agency's performance and whether the key performance indicators are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements relating to assurance engagements.

An assurance engagement involves performing procedures to obtain evidence about the amounts and disclosures in the key performance indicators. It also involves evaluating the relevance and appropriateness of the key performance indicators against the criteria and guidance in Treasurer's Instruction 904 for measuring the extent of outcome achievement and the efficiency of service delivery. The procedures selected depend on my judgement, including the assessment of the risks of material misstatement of the key performance indicators. In making these risk assessments I obtain an understanding of internal control relevant to the engagement in order to design procedures that are appropriate in the circumstances.

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

My Independence and Quality Control Relating to the Reports on Controls and Key Performance Indicators

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters Relating to the Electronic Publication of the Audited Financial Statements and Key Performance Indicators

This auditor's report relates to the financial statements and key performance indicators of The Library Board of Western Australia for the year ended 30 June 2019 included on the Board's website. The Board's management is responsible for the integrity of the Board's website. This audit does not provide assurance on the integrity of the Board's website. The auditor's report refers only to the financial statements and key performance indicators described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these financial statements or key performance indicators. If users of the financial statements and key performance indicators are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial statements and key performance indicators to confirm the information contained in this website version of the financial statements and key performance indicators.

DON CUNNINGHAME
ASSISTANT AUDITOR GENERAL FINANCIAL AUDIT
Delegate of the Auditor General for Western Australia
Perth, Western Australia
6 September 2019

Statement of Comprehensive Income

» FOR THE YEAR ENDED 30 JUNE 2019

	Note	2019 \$'000	2018 \$'000
COST OF SERVICES			
EXPENSES			
Employee benefits expense	2.1(a)	12,213	14,598
Supplies and services	2.3	5,148	6,364
Depreciation and amortisation expense	4.1, 4.2	12,195	11,225
Accommodation expenses	2.3	2,153	2,939
Grants and subsidies	2.2	305	316
Loss on disposal of non-current assets	2.4	-	2
Other expenses	2.3	319	14
Total cost of services		32,333	35,458
INCOME			
Revenue			
User charges and fees	3.2	670	766
Commonwealth grants and contributions	3.3	217	198
Interest revenue	3.4	32	29
Sponsorship revenue	3.5	-	5
Bequest contributions	3.6	35	-
Other revenue	3.7	785	1,178
Total Revenue		1,739	2,176
Total income other than income from State Government		1,739	2,176
NET COST OF SERVICES		30,594	33,282

	Note	2019 \$'000	2018 \$'000
INCOME FROM STATE GOVERNMENT			
	3.1		
Service appropriation		29,116	31,963
Assets/liabilities assumed/(transferred)		-	-
Services received free of charge		786	1,248
Royalties for Regions Fund		250	250
Grants and subsidies from State Government		30	161
Total income from State Government		30,182	33,622
SURPLUS/(DEFICIT) FOR THE PERIOD		(412)	340

OTHER COMPREHENSIVE INCOME**Items not reclassified subsequently to profit or loss**

Changes in asset revaluation surplus	8.8	(3,405)	(1,683)
Total other comprehensive income		(3,405)	(1,683)
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		(3,817)	(1,343)

THE LIBRARY BOARD OF WESTERN AUSTRALIA

Statement of Financial Position

» AS AT 30 JUNE 2019

	Note	2019 \$'000	2018 \$'000
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	6.1	2,543	2,368
Restricted cash and cash equivalents	6.1	590	723
Receivables	5.1	338	700
Amounts receivable for services	5.2	9,642	9,641
Other current assets	5.3	559	442
Total Current Assets		13,672	13,874
NON-CURRENT ASSETS			
Restricted cash and cash equivalents	6.1	1,598	1,569
Amounts receivable for services	5.2	19,074	16,534
Property, plant and equipment	4.1	42,906	46,358
Library collections	4.1	118,542	121,828
Intangible assets	4.2	-	-
Total Non-Current Assets		182,120	186,289
TOTAL ASSETS		195,792	200,163

	Note	2019 \$'000	2018 \$'000
LIABILITIES			
CURRENT LIABILITIES			
Payables	5.4	210	376
Provisions	2.1 ^(b)	2,139	2,470
Other current liabilities	5.5	57	67
Total Current Liabilities		2,406	2,913
NON-CURRENT LIABILITIES			
Provisions	2.1 ^(b)	499	546
Total Non-Current Liabilities		499	546
TOTAL LIABILITIES		2,905	3,459
NET ASSETS		192,887	196,704
EQUITY			
	8.8		
Contributed equity		57,305	57,305
Reserves		87,296	90,701
Accumulated surplus		48,286	48,698
TOTAL EQUITY		192,887	196,704

The Statement of Financial Position should be read in conjunction with the accompanying notes.

THE LIBRARY BOARD OF WESTERN AUSTRALIA

Statement of Changes in Equity

» FOR THE YEAR ENDED 30 JUNE 2019

	Note	CONTRIBUTED EQUITY \$000	RESERVES \$000	ACCUMULATED SURPLUS \$000	TOTAL EQUITY \$000
Balance at 30 June 2017		57,305	92,384	48,358	198,047
Changes in accounting policy or correction of prior period errors		-	-	-	-
Restated balance at 1 July 2017		57,305	92,384	48,358	198,047
Surplus		-	-	340	340
Other comprehensive income	8.8	-	(1,683)	-	(1,683)
Total comprehensive income for the period		-	(1,683)	340	(1,343)
Transaction with owners in their capacity as owners:	8.8				
Capital appropriations		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2018		57,305	90,701	48,698	196,704
Balance at 1 July 2018		57,305	90,701	48,698	196,704
Changes in accounting policy or correction of prior period errors		-	-	-	-
Restated balance at 1 July 2018		57,305	90,701	48,698	196,704
Surplus/(deficit)		-	-	(412)	(412)
Other comprehensive income	8.8	-	(3,405)	-	(3,405)
Total comprehensive income for the period		-	(3,405)	(412)	(3,817)
Transaction with owners in their capacity as owners:	8.8				
Capital appropriations		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2019		57,305	87,296	48,286	192,887

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows

» FOR THE YEAR ENDED 30 JUNE 2019

Note	2019 \$'000	2018 \$'000
CASH FLOWS FROM STATE GOVERNMENT		
Service appropriation	16,904	20,846
State Government grants and subsidies	30	30
Capital appropriation	-	-
Holding account drawdowns	9,671	9,723
Royalties for Regions Fund	250	250
Net cash provided by State Government	26,855	30,849
Utilised as follows:		
CASH FLOWS FROM OPERATING ACTIVITIES		
PAYMENTS		
Employee benefits	(12,587)	(14,612)
Supplies and services	(5,200)	(6,269)
Accommodation	(1,543)	(1,703)
Grants and subsidies	(305)	(316)
GST payments on purchases	(1,419)	(1,710)
Other payments	(185)	(80)
RECEIPTS		
Sales of goods and services	-	-
User charges and fees	595	711
Commonwealth grants and contributions	217	198
Interest received	33	30
Sponsorship revenue	-	5
GST receipts on sales	134	126
GST receipts from taxation authority	1,396	1,565
Other receipts	1,025	1,176
Net cash (used in) operating activities	(17,839)	(20,879)

Note	2019 \$'000	2018 \$'000
CASH FLOWS FROM INVESTING ACTIVITIES		
PAYMENTS		
Purchase of non-current physical assets	(8,945)	(8,921)
Net cash (used in) investing activities	(8,945)	(8,921)
Cash and cash equivalents at the beginning of the reporting period	4,660	3,611
Net increase/(decrease) in cash and cash equivalents	71	1,049
Cash and cash equivalents at the end of the reporting period	4,731	4,660

The Statement of Cash Flows should be read in conjunction with the accompanying notes.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

1. Basis of preparation

The Library Board of Western Australia (herein after referred to as ‘the Library Board’) is a WA Government entity and is controlled by the State of Western Australia, which is the ultimate parent. The Library Board is a not-for-profit entity (as profit is not its principal objective).

A description of the nature of its operations and its principal activities have been included in the ‘Overview’ which does not form part of these financial statements.

These annual financial statements were authorised for issue by the Accountable Authority of the Library Board on 5 September 2019.

STATEMENT OF COMPLIANCE

These general purpose financial statements have been prepared in accordance with:

- 1) The *Financial Management Act 2006* (FMA)
- 2) The Treasurer’s Instructions (TIs)
- 3) Australian Accounting Standards (AASs) – Reduced Disclosure Requirements
- 4) Where appropriate, those AAS paragraphs applicable for not-for-profit entities have been applied.

The *Financial Management Act 2006* and the Treasurer’s Instructions take precedence over AASs. Several AASs are modified by TIs to vary application, disclosure format and wording. Where modification is required and has had a material or significant financial effect upon the reported results, details of that modification and the resulting financial effect are disclosed in the notes to the financial statements.

BASIS OF PREPARATION

These financial statements are presented in Australian dollars applying the accrual basis of accounting and

using the historical cost convention. Certain balances will apply a different measurement basis (such as the fair value basis). Where this is the case the different measurement basis is disclosed in the associated note. All values are rounded to the nearest thousand dollars (\$’000).

JUDGEMENTS AND ESTIMATES

Judgements, estimates and assumptions are required to be made about financial information being presented. The significant judgements and estimates made in the preparation of these financial statements are disclosed in the notes where amounts affected by those judgements and/or estimates are disclosed. Estimates and associated assumptions are based on professional judgements derived from historical evidence and various other factors that are believed to be reasonable under the circumstances.

CONTRIBUTED EQUITY

AASB Interpretation 1038 *Contributions by Owners Made to Wholly-Owned Public Sector Entities* requires transfers in the nature of equity contributions, other than as a result of a restructure of administrative arrangements, to be designated by the Government (the owner) as contributions by owners (at the time of, or prior, to transfer) before such transfers can be recognised as equity contributions. Capital appropriations have been designated as contributions by owners by TI 955 *Contributions by Owners Made to Wholly Owned Public Sector Entities* and have been credited directly to Contributed Equity.

The transfers of net assets to/from other agencies, other than as a result of a restructure of administrative arrangements, are designated as contributions by owners where the transfers are non-discretionary and non-reciprocal.

2. Use of our funding

EXPENSES INCURRED IN THE DELIVERY OF SERVICES

This section provides additional information about how the Library Board’s funding is applied and the accounting policies that are relevant for an understanding of the items recognised in the financial statements. The primary expenses incurred by the Library Board in achieving its objectives and the relevant notes are:

	Notes	2019 \$’000	2018 \$’000
Employee benefits expenses	2.1 ^(a)	12,213	14,598
Employee related provisions	2.1 ^(b)	2,638	3,016
Grants and subsidies	2.2	305	316
Other expenditure	2.3	7,622	9,317
Losses	2.4	-	2

2.1(A) EMPLOYEE BENEFITS EXPENSES

	Notes	2019 \$’000	2018 \$’000
Wages and salaries		10,876	12,394
Termination benefits		174	819
Other employee related expenses		47	92
Superannuation – defined contribution plans ^(a)		1,116	1,293
Total employee benefits expenses		12,213	14,598

(a) Defined contribution plans include West State Superannuation Scheme (WSS), Gold State Superannuation Scheme (GSS), Government Employees Superannuation Board Scheme (GESBs) and other eligible funds.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

2.1(A) EMPLOYEE BENEFITS EXPENSES (CONTINUED)

Wages and salaries: Employee expenses include all costs related to employment including wages and salaries, fringe benefits tax, and leave entitlements.

Termination benefits: Payable when employment is terminated before normal retirement date, or when an employee accepts an offer of benefits in exchange for the termination of employment. Termination benefits are recognised when the Library Board is demonstrably committed to terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the end of the reporting period are discounted to present value.

Superannuation: The amount recognised in profit or loss of the Statement of Comprehensive Income comprises employer contributions paid to the GSS (concurrent contributions), the WSS, the GESBs, or other superannuation funds. The employer contribution paid to the Government Employees Superannuation Board (GESB) in respect of the GSS is paid back into the Consolidated Account by the GESB.

GSS (concurrent contributions) is a defined benefit scheme for the purposes of employees and whole-of-government reporting. It is however a defined contribution plan for Library Board purposes because the concurrent contributions (defined contributions) made by the Library Board to GESB extinguishes the Library Board's obligations to the related superannuation liability.

The Library Board does not recognise any defined benefit liabilities because it has no legal or constructive obligation to pay future benefits relating to its employees. The Liabilities for the unfunded Pension Scheme and the unfunded GSS transfer benefits attributable to members who transferred from the Pension Scheme, are assumed by the Treasurer. All other GSS obligations are funded by concurrent contributions made by the Library Board to the GESB.

The GESB and other fund providers administer public sector superannuation arrangements in Western Australia in accordance with legislative requirements. Eligibility criteria for membership in particular schemes for public sector employees vary according to commencement and implementation dates.

2.1(B) EMPLOYEE RELATED PROVISIONS

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

	2019 \$'000	2018 \$'000
Current		
<i>Employee benefits provision</i>		
Annual leave ^(a)	760	877
Long service leave ^(b)	1,191	1,320
Provision for Purchased Leave ^(c)	(4)	3
	1,947	2,200
<i>Other provisions</i>		
Employment on-costs ^(d)	192	270
	192	270
Total current employee related provisions	2,139	2,470
Non-current		
<i>Employee benefits provision</i>		
Long service leave ^(b)	457	493
	457	493
<i>Other provisions</i>		
Employment on-costs ^(d)	42	53
	42	53
Total non-current employee related provisions	499	546
Total employee related provisions	2,638	3,016

- (a) **Annual leave liabilities:** Classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. The provision for annual leave is calculated at the present value of expected payments to be made in relation to services provided by employees up to the reporting date.
- (b) **Long service leave liabilities:** Unconditional long service leave provisions are classified as current liabilities as the Library Board does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

2.1(B) EMPLOYEE RELATED PROVISIONS (CONTINUED)

Pre-conditional and conditional long service leave provisions are classified as non-current liabilities because the Library Board has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

The provision for long service leave is calculated at present value as the Library Board does not expect to wholly settle the amounts within 12 months. The present value is measured taking into account the present value of expected future payments to be made in relation to services provided by employees up to the reporting date. These payments are estimated using the remuneration rate expected to apply at the time of settlement, and discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

(c) **Purchased leave liabilities:** Classified as current where there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

(d) **Employment on-costs:** The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including workers' compensation insurance. The provision is the present value of expected future payments.

Employment on-costs, including workers' compensation insurance, are not employee benefits and are recognised separately as liabilities and expenses when the employment to which they relate has occurred. Employment on-cost are included as part of 'Other expenses, Note 2.3 (apart from the unwinding of the discount [finance cost])' and are

not included as part of the Library Board's 'employee benefits expense'. The related liability is included in 'Employment on-costs provision'.

	2019 \$'000	2018 \$'000
Employment on-cost provision		
Carrying amount at start of period	323	357
Additional/(reversals of) provisions recognised	(89)	(34)
Payments/other sacrifices of economic benefits	-	-
Carrying amount at end of period	234	323

Key sources of estimation uncertainty – long service leave

Key estimates and assumptions concerning the future are based on historical experience and various other factors that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

Several estimates and assumptions are used in calculating the Library Board's long service leave provision. These include:

- Expected future salary rates
- Discount rates
- Employee retention rates; and
- Expected future payments

Changes in these estimations and assumptions may impact on the carrying amount of the long service leave provision.

Any gain or loss following revaluation of the present value of long service leave liabilities is recognised as employee benefits expense.

2.2 GRANTS AND SUBSIDIES

	2019 \$'000	2018 \$'000
<i>Recurrent</i>		
Regional subsidies	117	132
Visability Inc (formerly the Association for the Blind)	185	184
Other grants and subsidies	3	-
Total grants and subsidies	305	316

Transactions in which the Library Board provides goods, services, assets (or extinguishes a liability) or labour to another party without receiving approximately equal value in return are categorised as 'Grant expenses'. Grants can either be operating or capital in nature.

Grants can be paid as general purpose grants which refer to grants that are not subject to conditions regarding their use. Alternatively, they may be paid as specific purpose grants which are paid for a particular purpose and/or have conditions attached regarding their use.

Grants and other transfers to third parties (other than contributions to owners) are recognised as an expense in the reporting period in which they are paid or payable. They include transactions such as: grants, subsidies, personal benefit payments made in cash to individuals and other transfer payments made to local government and not-for-profit organisations.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

2.3 OTHER EXPENSES

	2019 \$'000	2018 \$'000
Supplies and services		
Communications	72	786
Consultants and contractors	68	313
Consumables	918	901
Repairs & maintenance – software	369	509
Travel	68	99
Insurance premiums	86	88
Lease/hire	73	186
Online Information access fees	1,819	1,825
Freight and cartage	258	133
Professional Services	310	511
Printing	163	72
Licences	37	443
Digitisation Services	544	24
Other	364	474
Total supplies and services expenses	5,149	6,364
Accommodation expenses		
Repairs & maintenance – building	709	1,278
Cleaning	360	382
Security	430	450
Utilities	623	796
Other	32	33
Total accommodation expenses	2,154	2,939
Other expenses		
Bad and doubtful debts ^(a)	-	24
Expected credit losses expense ^(b)	5	-
Workers' compensation insurance	103	(60)
Prizes paid	5	9
Audit fees ^(c)	42	39
Refund of prior year receipts	30	-
Other	134	2
Total other expenses	319	14
Total other expenditure	7,622	9,317

(a) See also Note 8.10 'Supplementary Financial Information'.

(b) Expected credit losses were not measured in 2017–18.

(c) See also Note 8.7 'Remuneration of auditor'.

Supplies and services: Recognised as an expense in the reporting period in which they are incurred. The carrying amounts of any materials held for distribution are expensed when the materials are distributed.

Accommodation expenses: Operating lease payments are recognised on a straight line basis over the lease term, except where another systematic basis is more representative of the time pattern of the benefits derived from the use of the leased asset [AASB 117.33].

Repairs, maintenance and cleaning costs are recognised as expenses as incurred.

Other operating expenses: Generally represent the day-to-day running costs incurred in normal operations.

Building maintenance and equipment repairs and maintenance: Recognised as expenses as incurred, except where they relate to the replacement of a significant component of an asset. In that case, the costs are capitalised and depreciated.

Bad and doubtful debts expense: Recognised as the movement in the allowance for doubtful debts. From 2018–2019, expected credit losses expense is recognised as the movement in the allowance for expected credit losses. The allowance for expected credit losses of trade receivables is measured at the lifetime expected credit losses at each reporting date. The Library Board has established a provision matrix that is based on its historical credit loss experience, adjusted for forward-looking factors specific to the debtors and the economic environment.

Employee on-cost: Includes workers' compensation insurance and other employment on-costs. The on-costs liability associated with the recognition of annual and long service leave liabilities is included at Note 2.1(b) Employee related provisions. Superannuation contributions accrued as part of the provision for leave are employee benefits and are not included in employment on-costs.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

2.4 LOSSES

	2019 \$'000	2018 \$'000
Net proceeds from disposal of non-current assets		
Office equipment	-	-
Furniture & Fittings	-	-
Carrying amount of non-current assets disposed		
Building improvements	-	2
Office equipment	-	-
Furniture & Fittings	-	-
Net loss	-	2

Realised and unrealised losses are usually recognised on a net basis. These include losses arising on the disposal of non-current assets.

Gains and losses on the disposal of non-current assets are presented by deducting from the proceeds on disposal the carrying amount of the asset and related selling expenses. Gains and losses are recognised in profit or loss in the statement of comprehensive income (from the proceeds of sale).

3. Our funding sources**HOW WE OBTAIN OUR FUNDING**

This section provides additional information about how the Library Board obtains its funding and the relevant accounting policy notes that govern the recognition and measurement of this funding. The primary income received by the Library Board and the relevant notes are:

	Notes	2019 \$'000	2018 \$'000
Income from State Government	3.1	30,182	33,622
User charges and fees	3.2	670	766
Commonwealth grants and contributions	3.3	217	198
Interest revenue	3.4	32	29
Sponsorship revenue	3.5	-	5
Bequest contributions	3.6	35	-
Other revenue	3.7	785	1,178

3.1 INCOME FROM STATE GOVERNMENT

	2019 \$'000	2018 \$'000
Appropriation received during the period:		
Service appropriation ^(a)	29,116	31,963
	29,116	31,963
Assets transferred from/(to) other State government agencies during the period: ^(b)		
Assets transferred from DLGSC – Office Equipment	-	-
Total assets transferred	-	-
Services received free of charge from other State Government agencies during the period:		
Determined on the basis of the following estimates provided by agencies:		
State Solicitors Office	17	6
Department of Local Government, Sport and Cultural Industries		
– Operational appropriation	769	1,242
Total services received	786	1,248
Royalties for Regions Fund:		
– Regional Community Services Account ^(c)	250	250
Total Royalties for Regions Fund	250	250
Grants and subsidies from State Government		
– Global maintenance specific purpose funding	30	161
Total grants and subsidies from State Government	30	161
Total income from State Government	30,182	33,622

(a) Service Appropriations: are recognised as revenues at fair value in the period in which the Library Board gains control of the appropriated funds. The Library Board gains control of appropriated funds at the time those funds are deposited in the bank account or credited to the 'Amounts receivable for services' (holding account) held at Treasury.

Service appropriations fund the net cost of services delivered. Appropriation revenue comprises the following:

- Cash component; and
- A receivable (asset).

The receivable (holding account – note 5.2) comprises the following:

- The budgeted depreciation expense for the year; and
- Any agreed increase in leave liabilities during the year.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

3.1 INCOME FROM STATE GOVERNMENT (CONTINUED)

(b) Transfer of assets: Discretionary transfers of assets (including grants) and liabilities between State government agencies are reported under Income from State Government. Transfers of assets and liabilities in relation to a restructure of administrative arrangements are recognised as distribution to owners by the transferor and contribution by owners by the transferee under AASB 1004. Other non-discretionary non-reciprocal transfers of assets and liabilities designated as contributions by owners under TI 955 are also recognised directly to equity.

(c) Regional Community Services Account: Is a sub-fund within the over-arching 'Royalties for Regions Fund'. The recurrent funds are committed to projects and programs in WA regional areas and are recognised as revenue when the Library Board gains control on receipt of the funds.

3.2 USER CHARGES AND FEES

	2019 \$'000	2018 \$'000
Tenancy revenue	73	76
User fees	118	153
Service charges	167	227
Recoveries lost and damaged books	312	310
Total user charges and fees	670	766

Revenue is recognised and measured at the fair value of consideration received or receivable. Revenue is recognised for the major business activities as follows:

Provision of services: Revenue is recognised by reference to the stage of completion of the transaction.

3.3 COMMONWEALTH GRANTS AND CONTRIBUTIONS

	2019 \$'000	2018 \$'000
Department of Territories – Indian Ocean Territories Grant ^(a)	217	196
Department of Social Services – Job Access Grant	-	2
	217	198

(a) The Library Board and the Commonwealth Government have a Service Delivery

Agreement for the provision of library services to the Indian Ocean Territories (Christmas and Cocos (Keeling) Islands). The Commonwealth Government contributes to the Library Board the costs associated with these services, as detailed below.

	2019 \$'000	2018 \$'000
Opening balance of funds	7	36
Contributions received	217	196
Cost of providing services	(224)	(225)
Balance on hand	-	7

For non-reciprocal grants, the Library Board recognises revenue when the grant is receivable at its fair value as and when its fair value can be reliably measured.

Contributions of services are only recognised when a fair value can be reliably determined and the services would have been purchased if not donated.

3.4 INTEREST REVENUE

	2019 \$'000	2018 \$'000
Interest	32	29
Total interest revenue	32	29

Interest: Revenue is recognised as the interest accrues.

3.5 SPONSORSHIP REVENUE

	2019 \$'000	2018 \$'000
Sponsorship	-	5
Total sponsorship revenue	-	5

Sponsorship: Revenue is recognised at fair value when the Library Board obtains control over the assets comprising the contributions, usually when cash is received. Other non-reciprocal contributions that are not contributions by owners are recognised at their fair value. Contributions of services are only recognised when a fair value can be reliably determined and the services would be purchased if not donated.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

3.6 BEQUEST CONTRIBUTIONS

	2019 \$'000	2018 \$'000
Other	35	-
Total bequest contributions	35	-

Bequests: Revenue is recognised at fair value when the Library Board obtains control over the assets comprising the contributions, usually when cash is received. Other non-reciprocal contributions that are not contributions by owners are recognised at their fair value. Contributions of services are only recognised when a fair value can be reliably determined and the services would be purchased if not donated.

3.7 OTHER REVENUE

	2019 \$'000	2018 \$'000
Recoup of prior year expense	14	33
Recoup of internal audit services provided	67	49
Subsidies	526	699
Insurance revenue	-	-
Recoup of costs	4	188
Other	174	209
Total other revenue	785	1,178

4. Key assets**Assets the Library Board utilises for economic benefit or service potential**

This section includes information regarding the key assets the Library Board utilises to gain economic benefits or provide service potential. The section sets out both the key accounting policies and financial information about the performance of these assets:

	Notes	2019 \$'000	2018 \$'000
Property, plant, equipment & library collections	4.1	161,448	168,186
Intangible assets	4.2	-	-
Total key assets		161,448	168,186

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

4.1 PROPERTY, PLANT, EQUIPMENT & LIBRARY COLLECTIONS

	Buildings and imp. at fair value \$'000	Furniture & equip, Office equip & Motor vehicles \$'000	Public Library collections at cost \$'000	State Library collections (non WA) at cost \$'000	WA Heritage collections at fair value \$'000	Works of art at fair value \$'000	Total \$'000
Year ended 30 June 2019							
1 July 2018							
Gross carrying amount	49,373	3,763	47,158	24,164	67,126	4,525	196,109
Accumulated depreciation	(3,611)	(3,167)	-	(21,145)	-	-	(27,923)
Accumulated impairment loss	-	-	-	-	-	-	-
Carrying amount at start of period	45,762	596	47,158	3,019	67,126	4,525	168,186
Corrections of prior period errors	-	-	-	-	(349)	-	(349)
Additions	-	13	8,267	156	339	87	8,862
Transfers	-	-	-	-	(52)	52	-
Disposals	-	-	-	-	-	-	-
Revaluation increments/(decrements)	(1,998)	-	-	-	522	-	(1,476)
Impairment adjustment	-	-	-	-	-	-	-
Change in accounting estimates	-	-	-	-	(1,580)	-	(1,580)
Depreciation	(1,209)	(258)	(10,315)	(413)	-	-	(12,195)
Carrying amount at 30 June 2019	42,555	351	45,110	2,762	66,006	4,664	161,448
Gross carrying amount	46,473	3,482	45,110	24,320	66,006	4,664	190,055
Accumulated depreciation	(3,918)	(3,131)	-	(21,558)	-	-	(28,607)
Accumulated impairment loss	-	-	-	-	-	-	-

Property, plant and equipment*Initial recognition*

Items of property, plant and equipment, costing \$5,000 or more are measured initially at cost. Where an asset is acquired for no or nominal cost, the cost is valued at its fair value at the date of acquisition. Items of property, plant and equipment costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income (other than where they form part of a group of similar items which are significant in total).

Assets transferred as part of a machinery of government change are transferred at their fair value.

The cost of an improvement is capitalised and depreciated over the shorter of the

remaining term of the lease or the estimated useful life of the improvement.

For items of property, plant and equipment acquired at no cost or for nominal cost, the cost is their fair value at the date of acquisition.

Subsequent measurement

Subsequent to initial recognition as an asset, the revaluation model is used for the measurement of buildings and historical cost for all other property, plant and equipment. Buildings are carried at fair value less accumulated depreciation and accumulated impairment losses. All other items of property, plant and equipment are stated at historical cost less accumulated depreciation and accumulated impairment losses.

Buildings are independently valued annually by the Western Australian Land

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

4.1 PROPERTY, PLANT, EQUIPMENT & LIBRARY COLLECTIONS (CONTINUED)

Information Authority (Valuation and Property Analytics) and recognised annually to ensure that the carrying amount does not differ materially from the asset's fair value at the end of the reporting period.

Buildings were revalued as at 1 July 2018 by Western Australian Land Information Authority (Valuation and Property Analytics). The valuations were performed during the year ended 30 June 2019 and recognised at 30 June 2019. In undertaking the revaluation, fair value of buildings was determined on the basis of depreciated replacement cost: \$42,194,315 (2018: \$45,093,800).

Revaluation model

Where market-based evidence is available, the fair value of buildings is determined on the basis of current market buying values determined by reference to recent market transactions. When buildings are revalued by reference to recent market transactions, the accumulated depreciation is eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount.

In the absence of market-based evidence, fair value of buildings is determined on the basis of existing use. This normally applies where buildings are specialised. Fair value for existing use buildings is determined by reference to the cost of replacing the remaining future economic benefits embodied in the asset, ie the depreciated replacement cost. Where the fair value of the buildings is determined on the depreciated replacement cost, the gross carrying amount and the accumulated depreciation are restated proportionately with the change in the gross carrying amount of the asset.

The most significant assumptions and judgements in estimating fair value are made in assessing whether to apply the existing use basis to assets and in determining estimated economic life. Professional judgement by the valuer is required where the evidence does not provide a clear distinction between market type assets and existing use assets.

Derecognition

Upon disposal or derecognition of an item of property, plant and equipment, any revaluation reserve relating to that asset is retained in the asset revaluation surplus.

Asset revaluation surplus

The asset revaluation surplus is used to record increments and decrements on the

revaluation of non-current assets on a class of assets basis.

Library Collections

Capitalisation/expensing of assets

Four classes of Library Collections held by the Library Board have been identified for financial accounting purposes – Public Library Stock Collections, State Library Collections, Heritage Collections and Works of Art. All items added to the Public Library Stock and State Library Collections are capitalised at cost. Heritage Collections include monographs, newspapers, microfilm, cartographic items, pictorial and film collections, printed music, sound recordings and oral history which may be acquired by purchase or donation. Private archives, ephemera and serials collections are not recognised as assets of the Library Board unless their values can be reliably estimated.

Subsequent measurement

Public Library Stock and State Library Collections are valued at historic cost less an amortisation adjustment based on the estimated average life of the collection.

Independent valuations of specific items within the Heritage Collections (named pictorial, map, private archive and rare book items) are provided every five years by an expert. The latest such valuation was carried out in 2016. Valuations of other items within the Heritage Collections are done internally on an annual basis based on consideration of cost of replacement, the average values of similar size collections at other libraries and itemised values. Independent valuations of Works of Art are provided every five years by an art expert. The latest such valuation was carried out in 2016.

4.1.1 DEPRECIATION AND IMPAIRMENT

	2019 \$'000	2018 \$'000
Depreciation		
Plant, equipment and vehicles	258	352
Buildings	1,209	1,234
Library collections (Public Library Stock)	10,315	9,231
Library collections (State Library)	413	396
Total depreciation for the period	12,195	11,213

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

4.1.1 DEPRECIATION AND IMPAIRMENT (CONTINUED)

As at 30 June 2019, there were no indications of impairment to property, plant and equipment or library collections.

Please refer to note 4.2.1 for guidance in relation to the impairment assessment that has been performed for intangible assets.

Finite useful lives

All non-current assets having a limited useful life are systematically depreciated over their estimated useful lives in a manner that reflects the consumption of their future economic benefits.

Depreciation is generally calculated on a straight line basis, at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Typical estimated useful lives for the different asset classes for current and prior years are included in the table below:

Asset	Useful Life: Years
Buildings	50 years
Furniture and equipment	3 to 10 years
Office equipment	3 to 15 years
Motor vehicles	3 to 10 years

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period, and adjustments should be made where appropriate.

Heritage Collections and Works of Art controlled by the Library Board are anticipated to have very long and indeterminate useful lives. Their service potential has not, in any material sense, been consumed during the reporting period. As such, no amount for depreciation has been recognised in respect of these assets.

The Public Library Stock Collection is considered to have a useful life of five years. The value of the fifth oldest year's acquisitions is written off in the current year. The State Library Collection, excluding rare books, is depreciated by expensing the value of the tenth oldest year's acquisitions.

Impairment

Non-financial assets, including items of property, plant and equipment, are tested for impairment whenever there is an indication that the asset may be impaired. Where there is an indication of impairment, the recoverable amount is estimated. Where the recoverable amount is less than the carrying amount, the asset is considered impaired and is written down to the recoverable amount and an impairment loss is recognised.

Where an asset is measured at cost is written down to its recoverable amount, an impairment loss is recognised through profit or loss.

Where a previously revalued asset is written down to its recoverable amount, the loss is recognised as a revaluation decrement through other comprehensive income.

As the Library Board is a not-for-profit entity, unless a specialised asset has been identified as a surplus asset, the recoverable amount of regularly revalued specialised assets is anticipated to be materially the same as fair value.

If there is an indication that there has been a reversal in impairment, the carrying amount shall be increased to its recoverable amount. However this reversal should not increase the asset's carrying amount above what would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

The risk of impairment is generally limited to circumstances where an asset's depreciation is materially understated, where the replacement cost is falling or where there is a significant change in useful life. Each relevant class of assets is reviewed annually to verify that the accumulated depreciation/amortisation reflects the level of consumption or expiration of the asset's future economic benefits and to evaluate any impairment risk from declining replacement costs.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

4.2 INTANGIBLE ASSETS

Year ended 30 June 2019	2019 \$'000
Computer Software	
1 June 2018	
Gross carrying amount	1,071
Accumulated amortisation	(1,071)
Carrying amount at start of period	-
Additions	-
Transfers	-
Impairment losses	-
Revaluation increments	-
Amortisation expense	-
30 June 2019	
Gross Carrying amount	1,071
Accumulated amortisation	(1,071)
Carrying amount at end of period	-

Initial recognition

Acquisitions of intangible assets costing \$5,000 or more and internally generated intangible assets costing \$50,000 or more that comply with the recognition criteria as per AASB 138.57 (as noted below), are capitalised.

Costs incurred below these thresholds are immediately expensed directly to the Statement of Comprehensive Income.

Intangible assets are initially recognised at cost. For assets acquired at no cost or for nominal cost, the cost is their fair value at the date of acquisition.

An internally generated intangible asset arising from development (or from the development phase of an internal project) is recognised if, and only if, all of the following are demonstrated:

- (a) the technical feasibility of completing the intangible asset so that it will be available for use or sale;

(b) an intention to complete the intangible asset and use or sell it;

(c) the ability to use or sell the intangible asset;

(d) the intangible asset will generate probable future economic benefit;

(e) the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset; and

(f) the ability to measure reliably the expenditure attributable to the intangible asset during its development.

Costs incurred in the research phase of a project are immediately expensed.

Software that is an integral part of the related hardware is recognised as part of the tangible asset. Software that is not an integral part of the related hardware is recognised as an intangible asset. Software costing less than \$5,000 is expensed in the year of acquisition.

Subsequent measurement

The cost model is applied for subsequent measurement of intangible assets, requiring the asset to be carried at cost less any accumulated amortisation and accumulated impairment losses.

4.2.1 AMORTISATION AND IMPAIRMENT

Charge for the period

	2019 \$'000	2018 \$'000
Computer software	-	12
Total amortisation for the period	-	12

As at 30 June 2019 there were no indications of impairment to intangible assets.

The Library Board held no goodwill or intangible assets with an indefinite useful life during the reporting period. At the end of the reporting period there were no intangible assets not yet available for use.

Amortisation of finite life intangible assets is calculated on a straight line basis at rates that allocate the asset's value over its estimated useful life. All intangible assets controlled by the Library Board have a finite useful life and zero residual value. Estimated useful lives are reviewed annually.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

4.2.1 AMORTISATION AND IMPAIRMENT (CONTINUED)

The estimated useful lives for each class of intangible asset are:

Software^(a) 3 to 5 years

(a) Software that is not integral to the operation of any related hardware.

Impairment of intangible assets

Intangible assets with finite useful lives are tested for impairment annually or when an indication of impairment is identified.

The policy in connection with testing for impairment is outlined in note 4.1.1.

5. Other assets and liabilities

This section sets out those assets and liabilities that arose from the Library Board's controlled operations and includes other assets utilised for economic benefits and liabilities incurred during normal operations:

	Notes	2019 \$'000	2018 \$'000
Receivables	5.1	338	700
Amounts receivable for services	5.2	28,716	26,175
Other current assets	5.3	559	442
Payables	5.4	210	376
Other liabilities	5.5	57	67

5.1 RECEIVABLES

	2019 \$'000	2018 \$'000
Current		
Trade receivables	118	359
Allowance for impairment of trade receivables	(5)	-
Accrued revenue	-	-
GST receivable	225	341
Total receivables	338	700

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (ie impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

5.2 AMOUNTS RECEIVABLE FOR SERVICES (HOLDING ACCOUNT)

	2019 \$'000	2018 \$'000
Current	9,642	9,641
Non-current	19,074	16,534
Balance at end of period	28,716	26,175

Amounts receivable for services represent the non-cash component of service appropriations. It is restricted in that it can only be used for asset replacement or payment of leave liability.

Amounts receivable for services are considered not impaired (ie there is no expected credit loss of the Holding Account).

The Library Board receives funding on an accrual basis. The appropriations are paid partly in cash and partly as an asset (holding account receivable). The accrued amount receivable is accessible on the emergence of the cash funding requirement to cover leave entitlements and asset replacement.

5.3 OTHER ASSETS

	2019 \$'000	2018 \$'000
Current		
Prepayments	559	442
Balance at end of period	559	442

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

5.4 PAYABLES

	2019 \$'000	2018 \$'000
Current		
Trade payables	40	54
Other payables	1	-
Accrued expenses	169	325
GST Payable	-	(3)
Balance at end of period	210	376

Payables are recognised at the amounts payable when the Library Board becomes obliged to make future payments as a result of a purchase of assets or services. The carrying amount is equivalent to fair value, as settlement is generally within 30 days.

Accrued expenses include accrued salaries. Accrued salaries represent the amount due to staff but unpaid at the end of the reporting period. Accrued salaries are settled within a fortnight of the reporting period end. The Library Board considers the carrying amount of accrued salaries to be equivalent to its fair value.

The accrued salaries suspense account (See Note 6.1.1 'Restricted cash and cash equivalents reconciliation' 27th pay) consists of amounts paid annually, from Library Board appropriations for salaries expense, into a Treasury suspense account to meet the additional cash outflow for employee salary payments in reporting periods with 27 pay days instead of the normal 26. No interest is received on this account.

5.5 OTHER LIABILITIES

	2019 \$'000	2018 \$'000
Current		
Salaries clearing account	8	50
Income received in advance	37	5
Unclaimed monies	12	12
Total current	57	67
Balance at end of period	57	67

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

6. Financing

This section sets out the material balances and disclosures associated with the financing and cashflows of the Library Board.

	Notes
Cash and cash equivalents	6.1
Restricted cash and cash equivalents	6.1.1
Commitments	6.2
Non-cancellable operating lease commitments	6.2.1
Capital commitments	6.2.2

6.1 CASH AND CASH EQUIVALENTS

	Notes	2019 \$'000	2018 \$'000
Cash and cash equivalents	7.1	2,543	2,368
Restricted cash and cash equivalents	6.1.1; 7.1	2,188	2,292
Balance at end of period		4,731	4,660

For the purpose of the statement of cash flows, cash and cash equivalent (and restricted cash and cash equivalent) asset comprise cash on hand and short-term deposits with original maturities of three months or less that are readily convertible to a known amount of cash and which are subject to insignificant risk of changes in value.

6.1.1 RESTRICTED CASH AND CASH EQUIVALENTS RECONCILIATION

	2019 \$'000	2018 \$'000
Current		
Royalties for Regions Fund ^(a)	2	12
Leah Jane Cohen Bequest ^(b)	55	48
Kay Poustie Scholarship	51	46
Heritage Film Digitisation Fundraising Appeal	-	18
Mining & Energy WA	17	17
Minderoo 'From Another View'	158	62
Other funds with restricted application ^(c)	307	520
Total current	590	723
Non-current		
Leah Jane Cohen Bequest ^(b)	1,458	1,458
27th pay	140	111
Total non-current	1,598	1,569
Balance at end of period	2,188	2,292

(a) Unspent funds are committed to projects and programs in WA regional areas.

(b) Principal to be held in perpetuity in accordance with conditions of bequest.

(c) Other funds with restricted application comprise Sholl bequest, Indian Ocean Territories, Rio Tinto in-kind support, Ideas Box, collection projects and general purpose donation funds.

Restricted Cash and Cash Equivalents Schedules

	Royalties for Regions Fund	Leah Jane Cohen Bequest	Kay Poustie Scholarship	Heritage Film Digitisation Fundraising Appeal	Mining & Energy WA	Minderoo "From Another View"	27th Pay	Other Funds With Restricted Application	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance at 1 July 2018	12	1,506	46	18	17	62	111	520	2,292
Restricted cash inflows	250	32	5	-	-	365	29	320	1,001
Restricted cash outflows	(260)	(25)	-	(18)	-	(269)	-	(533)	(1,105)
Closing balance at 30 June 2019	2	1,513	51	-	17	158	140	307	2,188

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

6.2 COMMITMENTS**6.2.1 NON-CANCELLABLE OPERATING LEASE COMMITMENTS**

	2019 \$'000	2018 \$'000
Commitments for minimum lease payments are payable as follows:		
Within 1 year	6	10
Later than 1 year and not later than 5 years	2	8
Later than 5 years	-	-
Balance at end of period	8	18

Operating leases are expensed on a straight line basis over the lease term as this represents the pattern of benefits derived from the leased properties.

The totals presented for non-cancellable operating lease commitments are GST inclusive.

Judgements made by management in applying accounting policies – operating lease commitments

The Library Board has entered into a lease for vehicles which is a non-cancellable lease with a (maximum) five year term, with lease payments made monthly in arrears. It has been determined that the lessor (State Fleet) retains substantially all the risks and rewards incidental to ownership. Accordingly, these leases have been classified as operating leases.

6.2.2 CAPITAL COMMITMENTS

	2019 \$'000	2018 \$'000
Capital expenditure commitments, being contracted capital expenditure additional to the amounts reported in the financial statements, are payable as follows:		
Within 1 year	449	674
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
Balance at end of period	449	674
The capital commitments include amounts for:		
Library Materials acquisitions	449	674
	449	674

The totals presented for capital commitments are GST inclusive.

7. Financial instruments and contingencies

	Notes
Financial instruments	7.1
Contingent assets	7.2.1
Contingent liabilities	7.2.2

7.1 FINANCIAL INSTRUMENTS

The carrying amounts of each of the following categories of financial assets and financial liabilities at the end of the reporting period are:

	Notes	2019 \$'000	2018 \$'000
Financial assets			
Cash and cash equivalents	6.1	2,543	2,368
Restricted cash and cash equivalents	6.1	2,188	2,292
Loans and receivables ^(a)	5.1; 5.2	28,829	26,534
Total financial assets		33,560	31,194
Financial liabilities			
Financial liabilities at amortised cost	5.4; 5.5	267	443
Total financial liability		267	443

(a) The amount of loans and receivables excludes GST recoverable from the ATO (statutory receivable).

7.2 CONTINGENT ASSETS AND LIABILITIES

Contingent assets and contingent liabilities are not recognised in the statement of financial position but are disclosed and, if quantifiable, are measured at best estimate. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

7.2.1 CONTINGENT ASSETS

The Library Board is not aware of any contingent assets existing as at 30 June 2019.

7.2.2 CONTINGENT LIABILITIES

The Library Board is not aware of any contingent liabilities existing as at 30 June 2019.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8. Other disclosures

This section includes additional material disclosures required by accounting standards or other pronouncements, for the understanding of this financial report.

	Notes
Events occurring after the end of the reporting period	8.1
Initial application of Australian Accounting Standards	8.2
Key management personnel	8.3
Related party transactions	8.4
Related bodies	8.5
Affiliated bodies	8.6
Remuneration of auditors	8.7
Equity	8.8
Services provided free of charge	8.9
Supplementary financial information	8.10
Explanatory statement	8.11

8.1 EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no events occurring after the end of the reporting period that warrant disclosure.

8.2 INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS**AASB 9 Financial Instruments**

AASB 9 Financial Instruments replaces *AASB 139 Financial Instruments: Recognition and Measurement* for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments: classification and measurement; impairment; and hedge accounting

The Library Board applied AASB 9 prospectively, with an initial application date of 1 July 2018. The adoption of AASB 9 has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements. In accordance with AASB 9.7.2.15, the Library Board has not restated the comparative information which continues to be reported under AASB 139. Differences arising from adoption have been recognised directly in Accumulated surplus.

The effect of adopting AASB 9 as at 1 January 2018 was, as follows:

	Adjustments	1 July 2018 \$'000
Assets		
Trade receivables	(a),(b)	(5)
Total Assets		(5)
Total adjustments on Equity		
Accumulated surplus	(a),(b)	(5)
		(5)

The nature of these adjustments are described below:

(a) Classification and measurement

Under AASB 9, financial assets are subsequently measured at amortised cost, fair value through other comprehensive income (fair value through OCI) or fair value through profit or loss (fair value through P/L). The classification is based on two criteria: the Library Board's business model for managing these assets; and whether the assets' contractual cash flows represent 'solely payments of principal and interest' on the principal amount outstanding.

The assessment of the Library Board's business model was made as of the date of initial application, 1 July 2018. The assessment of whether contractual cash flows on financial assets are solely comprised of principal and interest was made based on the facts and circumstances as at the initial recognition of the assets.

The classification and measurement requirements of AASB 9 did not have a significant impact to the Library Board. The following are the changes in the classification of the Library Board's financial assets:

- Trade receivables classified as Loans and receivables As At 30 June 2019 are held to collect contractual cash flows and give rise to cash flows representing solely payments of principal and interest. These are classified and measured as financial assets at amortised cost beginning 1 July 2018.
- The Library Board did not designate any financial assets as at fair value through P/L.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.2 INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (CONTINUED)

In summary, upon the adoption of AASB 9, the Library Board had the following reclassifications as at 1 July 2018:

AASB 139 category	\$'000	AASB 9 category		
		Amortised cost \$'000	Fair value through OCI \$'000	Fair value through P/L \$'000
Loans and receivables				
Trade receivables ⁽ⁱ⁾	359	354	-	-
		354	-	-

(i) The change in carrying amount is a result of additional impairment allowance. See the discussion on impairment below.

(b) Impairment

The adoption of AASB 9 has fundamentally changed the Library Board's accounting for impairment losses for financial assets by replacing AASB 139's incurred loss approach with a forward-looking expected credit loss (ECL) approach. AASB 9 requires the Library Board to recognise an allowance for ECLs for all financial assets not held at fair value through P/L.

Upon adoption of AASB 9, the Library Board recognised an additional impairment on the Library Board's Trade receivables of \$4,937 which resulted in a decrease in Accumulated surplus of \$4,937 as at 1 July 2018.

Set out below is the reconciliation of the ending impairment allowances in accordance with AASB 139 to the opening loss allowances determined in accordance with AASB 9:

	Impairment under AASB 139 As At 30 June 2018 \$'000	Remeasurement \$'000	ECL under AASB 9 as at 1 July 2018 \$'000
Loans and receivables under AASB 139/Financial assets at amortised cost under AASB 9	-	(5)	(5)
	-	(5)	(5)

8.3 KEY MANAGEMENT PERSONNEL

The Library Board has determined key management personnel to include board members, senior officers of the agency and the Minister that the agency assists. The Library Board does not incur expenditures to compensate Ministers and those disclosures may be found in the *Annual Report on State Finances*.

The total fees, salaries, superannuation, non-monetary benefits and other benefits for members of the accountable authority of the Library Board for the reporting period are presented within the following bands:

Compensation of members of the accountable authority

Compensation Band (\$)	2019 \$'000	2018 \$'000
0–10,000	14	14
Total compensation of members of the accountable authority	-	-

The total fees, salaries, superannuation, non-monetary benefits and other benefits for senior officers of the Library Board for the reporting period are presented within the following bands:

Compensation of senior officers

Compensation Band (\$)	2019 \$'000	2018 \$'000
60,001–70,000	1	-
100,001–110,000	1	-
150,001–160,000	-	2
170,001–180,000	1	-
180,001–190,000	1	1
260,001–270,000	-	1
270,001–280,000	1	-
Total compensation of senior officers	801	771

Total compensation includes the superannuation expense incurred by the Library Board in respect of senior officers.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.3 KEY MANAGEMENT PERSONNEL (CONTINUED)

A Senior Officer ceased acting in the Director Collection Services position on 8 February 2019, with the Officer's remuneration included in the current year remuneration disclosures up until the arrangement's end date. An Officer was subsequently appointed to the Director Collection Services position on a contract basis from 11 February 2019. Accordingly, the full amount of the new Senior Officer's salary is included in the current year remuneration disclosures as this Officer occupied the position for more than three months during the year.

8.4 RELATED PARTY DISCLOSURES

The Library Board is a wholly owned and controlled public sector entity of the State of Western Australia.

Related parties of the Library Board include:

- all cabinet ministers and their close family members, and their controlled or jointly controlled entities;
- all senior officers and their close family members, and their controlled or jointly controlled entities;
- other departments and statutory authorities, including related bodies that are included in the whole of government consolidated financial statements (ie wholly-owned public sector entities);
- associates and joint ventures of a wholly-owned public sector entity; and
- the Government Employees Superannuation Board (GESB).

All related party transactions have been entered into on an arm's length basis.

Significant transactions with Government-related entities

Significant transactions include:

- Income from State Government (Note 3.1);
- Contributed equity (Note 8.8);
- services received free of charge from the State Solicitors Office and the Department of Local Government, Sport and Cultural Industries (Note 3.1);
- services provided free of charge to the Department of Local Government, Sport and Cultural Industries (including State Records Office) (Note 8.9);
- Royalties for Regions Fund (Note 3.1);
- superannuation payments to GESB (Note 2.1);
- lease rental payments fleet leasing to the Department of Finance (Note 2.3);

- commitments for future lease payments to the Department of Finance (Note 6.2);
- insurance payments to the Insurance Commission and Riskcover fund (Note 2.3);
- remuneration for services provided by the Auditor General (Note 8.7).

Material transactions with related parties

Outside of normal citizen type transactions with the Library Board, there were no other related party transactions that involved key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.5 RELATED BODIES

The Library Board does not have any related bodies.

8.6 AFFILIATED BODIES

The Library Board does not have any affiliated bodies.

8.7 REMUNERATION OF AUDITORS

Remuneration paid or payable to the Auditor General in respect of the audit for the current financial year is as follows:

	2019 \$'000	2018 \$'000
Auditing the accounts, financial statements, controls and key performance indicators	34	34
	34	34

8.8 EQUITY

	2019 \$'000	2018 \$'000
Contributed equity		
Contributions by owners	57,305	57,305
Capital contribution	-	-
Total contributions by owners	57,305	57,305
Balance at end of period	57,305	57,305
Reserves		
Asset revaluation surplus		
<i>Buildings</i>		
Balance at start of period	45,979	46,284
Net revaluation increments/(decrements)	(1,998)	(305)
	43,981	45,979
<i>Collections</i>		
Balance at start of period	42,543	43,921
Net revaluation increments/(decrements)		
Collections	522	725
Change in accounting estimate		
Collections	(1,580)	-
Correction of prior period errors:		
Collections	(349)	-
Works of art	-	-
Impairment adjustment		
Collections	-	(2,103)
	41,136	42,543
Balance at end of period	85,117	88,522
Asset transfer reserve		
Balance at start and end of period	721	721
Bequest reserve		
Balance at start and end of period	1,458	1,458
Balance at end of year	1,458	1,458
Total Reserves	87,296	90,701
Accumulated surplus		
Balance at start of period	48,698	48,358
Result for the period	(412)	340
Balance at end of period	48,286	48,698
Total equity at end of period	192,887	196,704

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.9 SERVICES PROVIDED FREE OF CHARGE

During the year the following resources were provided free of charge for functions outside the normal operations of the Library Board:

	2019 \$'000	2018 \$'000
State Records Office		
Employee costs	78	37
Accommodation costs	116	133
Supplies & services	5	21
	199	191
Department of Local Government, Sport and Cultural Industries^(a)		
Employee costs	-	-
Accommodation costs	25	16
Supplies & services	1	1
	26	17

(a) The Department of Local Government, Sport and Cultural Industries occupied 172m² of space within the Alexander Library Building from 28 August 2017. The Department of Local Government, Sport and Cultural Industries subsequently occupied an additional 215m² of space within the Alexander Library Building from 12 April 2018.

8.10 SUPPLEMENTARY FINANCIAL INFORMATION

	2019 \$'000	2018 \$'000
Write-Offs		
Bad debts written off by the Library Board during the year	-	22
	-	22

Losses Through Theft, Defaults and Other Causes

There were no losses of public moneys through theft, default or other causes during the financial year.

Gifts of Public Property

There were no gifts of public property during the financial year.

8.11 EXPLANATORY STATEMENT (CONTROLLED OPERATIONS)

All variances between estimates (original budget) and actual results for 2019, and between the actual results for 2019 and 2018 are shown below. Narratives are provided for key major variances, which are generally greater than:

5% and \$700,000 for the Statements of Comprehensive Income and Cash Flows, and 5% and \$4.003 million for the Statement of Financial Position.

**8.11.1 STATEMENT OF COMPREHENSIVE INCOME
VARIANCES**

	Variance Note \$'000	Estimate 2019 \$'000	Actual 2019 \$'000	Actual 2018 \$'000	Variance between estimate and actual \$'000	Variance between actual results for 2019 and 2018 \$'000
Statement of Comprehensive Income (Controlled Operations)						
Expenses						
Employee benefits expense	1, A	14,026	12,213	14,598	(1,813)	(2,385)
Supplies and services	B	4,458	5,148	6,364	690	(1,216)
Depreciation and amortisation expense	C	12,212	12,195	11,225	(17)	970
Accommodation expenses	2, D	3,019	2,153	2,939	(866)	(786)
Grants and subsidies		185	305	316	120	(11)
Cost of sales		-	-	-	-	-
Loss on disposal of non-current assets		-	-	2	-	(2)
Other expenses	3	1,078	319	14	(759)	305
Total cost of services		34,978	32,333	35,458	(2,645)	(3,125)
Income						
Revenue						
User charges and fees		734	670	766	(64)	(96)
Bequest trust and special purpose funds contributions		-	35	-	35	35
Commonwealth grants and contributions		245	217	198	(28)	19
Interest revenue		32	32	29	-	3
Sponsorship revenue		-	-	5	-	(5)
Other revenue		233	785	1,178	552	(393)
Total Revenue		1,244	1,739	2,176	495	(437)
Total income other than income from State Government		1,244	1,739	2,176	495	(437)
NET COST OF SERVICES		33,734	30,594	33,282	(3,140)	(2,688)
INCOME FROM STATE GOVERNMENT						
Service appropriation	4, E	31,708	29,116	31,963	(2,592)	(2,847)
Assets/liabilities assumed/(transferred)		-	-	-	-	-
Services received free of charge		1,278	786	1,248	(492)	(462)
Royalties for Regions Fund		250	250	250	-	-
Grants and subsidies from State Government		-	30	161	30	(131)
Total income from State Government		33,236	30,182	33,622	(3,054)	(3,440)
SURPLUS FOR THE PERIOD		(498)	(412)	340	86	(752)
OTHER COMPREHENSIVE INCOME						
Items not reclassified subsequently to profit or loss						
Changes in asset revaluation surplus		-	(3,405)	(1,683)	(3,405)	(1,722)
Total other comprehensive income		-	(3,405)	(1,683)	(3,405)	(1,722)
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		(498)	(3,817)	(1,343)	(3,319)	(2,474)

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.11.1 STATEMENT OF COMPREHENSIVE INCOME VARIANCES (CONTINUED)

MAJOR ESTIMATE AND ACTUAL (2019) VARIANCE NARRATIVES

1. Employee benefits expense was under estimates by \$1.813 million (12.9%) as the estimate included a funding allocation for the consolidated Department of Local Government, Sport and Cultural Industries' (DLGSC) ICT function. During the reporting period, both the portfolio ICT function and its corollary funding were transferred to the DLGSC. Accordingly, the Library Board did not incur any employee benefits expense for ICT staff. Additionally, some savings impacts from the Voluntary Targeted Separation Scheme (VTSS) were not reflected in the original budget and accordingly, the estimate was overstated.
2. Accommodation expenses were under estimates by \$0.866 million (28.7%) as the Department of Local Government, Sport and Cultural Industries subsequently revised the Library Board's global maintenance resources received free of charge budget to nil. Accordingly, no global maintenance expenditure was incurred throughout the reporting period.
3. Other expenses were under estimates by \$0.759 million (70.4%) as the estimate included a provision for the purchase of portable and attractive ICT equipment and computer software licences for agencies within the consolidated portfolio. During the reporting period, both the portfolio ICT function and this funding provision was transferred to the DLGSC. Accordingly, the Library Board did not directly incur any expenditure on portable and attractive ICT equipment or computer software licences.
4. Service appropriation was under estimates by \$2.592 million (8.2%) as the estimate included a funding allocation for the consolidated Department of Local Government, Sport and Cultural Industries' ICT function. During the reporting period, both the portfolio ICT function and its service appropriation (\$2.244 million) were transferred to the DLGSC. Additionally, some savings impacts (\$450k) from the Voluntary Targeted Separation Scheme (VTSS) were not included in the original budget and accordingly, the estimate was overstated.

MAJOR ACTUAL (2019) AND COMPARATIVE (2018) VARIANCE NARRATIVES

- A. Employee benefits expense decreased by \$2.385 million (16.3%) as the portfolio ICT function and its corollary funding were transferred to the Department of Local Government, Sport and Cultural Industries. Accordingly, the Library Board did not incur any employee benefits expense for ICT staff. In addition, ongoing impacts from the Voluntary Targeted Separation Scheme (VTSS) implemented in the prior reporting period contributed to the lower comparative result. Finally, maternity leave arrangements, resignations and retirements as well as FTE fraction decrements relating to transitions to retirement also contributed to the lower comparative result.
- B. Supplies and services decreased by \$1.216 million (19.1%) as the portfolio ICT function and its corollary funding were transferred to the Department of Local Government, Sport and Cultural Industries. Accordingly, the Library Board did not incur any supplies and services expenses in relation to the ICT function in the current reporting period.
- C. Depreciation and amortisation expense increased by \$970k (8.6%). Public library collection stock is considered to have a useful life of five years. The value of the fifth oldest year's acquisitions is amortised in the current year. Accordingly, the increase in depreciation and amortisation expense is due to higher public library materials acquisitions five years ago.
- D. Accommodation expenses decreased by \$786k (26.7%) as the Department of Local Government, Sport and Cultural Industries subsequent revised the Library Board's global maintenance resources received free of charge budget to nil. Accordingly, no global maintenance expenditure was incurred in the current reporting period.
- E. Service appropriation decreased by \$2.847 million (8.9%) as the portfolio ICT function and its service appropriation (\$2.244 million) were transferred to the DLGSC. Additionally ongoing impacts from the Voluntary Targeted Separation Scheme (VTSS) implemented in the prior reporting period contributed to the lower comparative result.

8.11.2 STATEMENT OF FINANCIAL POSITION VARIANCES

Variance Note \$'000	Estimate 2019 \$'000	Actual 2019 \$'000	Actual 2018 \$'000	Variance between estimate and actual \$'000	Variance between actual results for 2019 and 2018 \$'000
Statement of Financial Position (Controlled Operations)					
ASSETS					
Current Assets					
Cash and cash equivalents	3,022	2,543	2,368	(479)	175
Restricted cash and cash equivalents	541	590	723	49	(133)
Receivables	449	338	700	(111)	(362)
Amounts receivable for services	9,462	9,642	9,641	180	1
Other current assets	470	559	442	89	117
Total Current Assets	13,944	13,672	13,874	(272)	(202)
Non-Current Assets					
Restricted cash and cash equivalents	1,569	1,598	1,569	29	29
Amounts receivable for services	19,369	19,074	16,534	(295)	2,540
Property, plant and equipment	5 49,060	42,906	46,358	(6,154)	(3,452)
Library collections	121,358	118,542	121,828	(2,816)	(3,286)
Intangible assets	12	-	-	(12)	-
Total Non-Current Assets	191,368	182,120	186,289	(9,248)	(4,169)
TOTAL ASSETS	205,312	195,792	200,163	(9,520)	(4,371)
LIABILITIES					
Current Liabilities					
Payables	815	210	376	(605)	(166)
Provisions	2,520	2,139	2,470	(381)	(331)
Other current liabilities	-	57	67	57	(10)
Total Current Liabilities	3,335	2,406	2,913	(929)	(507)
Non-Current Liabilities					
Provisions	530	499	546	(31)	(47)
Other non-current liabilities	-	-	-	-	-
Total Non-Current Liabilities	530	499	546	(31)	(47)
TOTAL LIABILITIES	3,865	2,905	3,459	(960)	(554)
NET ASSETS	201,447	192,887	196,704	(8,560)	(3,817)
EQUITY					
Contributed equity	55,872	57,305	57,305	1,433	-
Reserves	6 97,728	87,296	90,701	(10,432)	(3,405)
Accumulated surplus	47,847	48,286	48,698	439	(412)
TOTAL EQUITY	201,447	192,887	196,704	(8,560)	(3,817)

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.11.2 STATEMENT OF FINANCIAL POSITION VARIANCES (CONTINUED)

MAJOR ESTIMATE AND ACTUAL (2019) VARIANCE NARRATIVES

5. Property, plant and equipment balance was under estimates by \$6.154 million (12.5%). The estimate is based on 2016-17 results and does not reflect recent changes in the fair value of the Alexander Library Building determined on the basis of depreciated replacement cost. The cumulative impact of revaluation changes since 2016-17 is \$4.131 million.

6. Reserves balance was under estimates by \$10.432 million (10.7%). The estimate is based on 2016-17 results and does not reflect recent changes in the fair value of the Alexander Library Building determined on the basis of depreciated replacement cost. Additionally, the estimate does not reflect prior period heritage collection impairments of \$2.103 million.

MAJOR ACTUAL (2019) AND COMPARATIVE (2018) VARIANCE NARRATIVES

Nil

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.11.3 STATEMENT OF CASH FLOW VARIANCES

	Variance Note \$'000	Estimate 2019 \$'000	Actual 2019 \$'000	Actual 2018 \$'000	Variance between estimate and actual \$'000	Variance between actual results for 2019 and 2018 \$'000
Statement of Cash Flows (Controlled Operations)						
CASH FLOWS FROM STATE GOVERNMENT						
Service appropriation	7 F	19,479	16,904	20,846	(2,575)	(3,942)
State grants and subsidies		-	30	30	30	-
Capital appropriation		-	-	-	-	-
Holding account drawdowns		9,641	9,671	9,723	30	(52)
Royalties for Regions Fund		250	250	250	-	-
Net cash provided by State Government		29,370	26,855	30,849	(2,515)	(3,994)
CASH FLOWS FROM OPERATING ACTIVITIES						
Payments						
Employee benefits	8 G	(13,918)	(12,587)	(14,612)	1,331	2,025
Supplies and services	9 H	(4,090)	(5,200)	(6,269)	(1,110)	1,069
Accommodation		(1,775)	(1,543)	(1,703)	232	160
Grants and subsidies		(185)	(305)	(316)	(120)	11
GST payments on purchases		(1,652)	(1,419)	(1,710)	233	291
Other payments	10	(1,340)	(185)	(80)	1,155	(105)
Receipts						
Sales of goods and services		-	-	-	-	-
User charges and fees		734	595	711	(139)	(116)
Commonwealth grants and contributions		245	217	198	(28)	19
Interest received		32	33	30	1	3
Sponsorship revenue		-	-	5	-	(5)
Bequest trust and special purpose funds contributions		-	-	-	-	-
GST receipts on sales		87	134	126	47	8
GST receipts from taxation authority		1,565	1,396	1,565	(169)	(169)
Other receipts	11	233	1,025	1,176	792	(151)
Net cash (used in) operating activities		(20,064)	(17,839)	(20,879)	2,225	3,040
CASH FLOWS FROM INVESTING ACTIVITIES						
Purchase of non-current physical assets		(9,641)	(8,945)	(8,921)	696	(24)
Net cash (used in) investing activities		(9,641)	(8,945)	(8,921)	696	(24)
Net increase/(decrease) in cash and cash equivalents		(335)	71	1,049	406	(978)
Cash and cash equivalents at the beginning of the reporting period		5,467	4,660	3,611	(807)	1,049
Cash and cash equivalents at the end of the reporting period		5,132	4,731	4,660	(401)	71

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2019

8.11.3 STATEMENT OF CASH FLOW VARIANCES (CONTINUED)

MAJOR ESTIMATE AND ACTUAL (2019) VARIANCE NARRATIVES

7. Service appropriation cash receipts were under estimates by \$2.575 million (13.2%) as the estimate included a funding allocation for the consolidated Department of Local Government, Sport and Cultural Industries' ICT function. During the reporting period, both the portfolio ICT function and its cash service appropriation (\$2.244 million) were transferred to the DLGSC. Additionally, some savings impacts (\$450k) from the Voluntary Targeted Separation Scheme (VTSS) were not included in the original budget and accordingly, the estimate was overstated.

8. Employee benefits payments were under estimates by \$1.331 million (9.6%) as the estimate included a cash funding allocation for the consolidated Department of Local Government, Sport and Cultural Industries' (DLGSC) ICT function. During the reporting period, both the portfolio ICT function and its corollary funding were transferred to the DLGSC. Accordingly, the Library Board did not incur any employee benefits payments for ICT staff. Additionally, some cash savings impacts from the Voluntary Targeted Separation Scheme (VTSS) were not reflected in the original budget and accordingly, the estimate was overstated.

9. Supplies and services payments exceeded estimates by \$1.110 million (27.1%). The other payments estimates includes a provision for some supplies and services payments for whole of government reporting purposes. Accordingly, some categorisation issues have arisen on an actual outturn basis. When considered together, the variance is immaterial.

10. Other payments were under estimates by \$1.155 million (86.2%) as the estimate included a provision for the acquisition of portable and attractive ICT equipment and computer software licences for agencies within the consolidated portfolio. During the reporting period, both the portfolio ICT function and this funding provision were transferred to the DLGSC. Accordingly, the Library Board did not make any payments for portable and attractive ICT equipment or computer software licences.

11. Other receipts exceeded budget by \$792k (339.9%). During the year, unbudgeted cash was received including \$365k from Minderoo Foundation for the "From Another View" program, \$155k from local governments for contributions towards the Better Beginnings program and \$232k from the Department of Local Government, Sport and Cultural Industries relating to an interagency invoice raised in the prior year.

MAJOR ACTUAL (2019) AND COMPARATIVE (2018) VARIANCE NARRATIVES

F. Service appropriation cash receipts decreased by \$3.942 million (18.9%) as the portfolio ICT function and its cash service appropriation (\$2.244 million) were transferred to the DLGSC. Additionally impacts from the Voluntary Targeted Separation Scheme (VTSS) implemented in the prior reporting period and other ongoing savings initiatives (Workforce Renewal Program and efficiency dividends amongst others) contributed to the lower comparative result.

G. Employee benefits payments decreased by \$2.025 million (13.9%) as the portfolio ICT function and its corollary funding were transferred to the Department of Local Government, Sport and Cultural Industries. Accordingly, the Library Board did not make any employee benefits payments to ICT staff. In addition, ongoing impacts from the Voluntary Targeted Separation Scheme (VTSS) implemented in the prior reporting period contributed to the lower comparative result. Finally, maternity leave arrangements, resignations and retirements as well as FTE fraction decrements relating to transitions to retirement also contributed to the lower comparative result.

H. Supplies and services payments decreased by \$1.069 million (17.1%) as the portfolio ICT function and its corollary funding were transferred to the Department of Local Government, Sport and Cultural Industries. Accordingly, the Library Board did not incur any supplies and services payments in relation to the ICT function in the current reporting period.

SECTION 7

Key Performance
Indicators

2018
2019



Government Goal

Better Places: A quality environment with livable and affordable communities and vibrant regions.

Outcomes and Key Effectiveness Indicators

OUTCOME ONE

Western Australia's cultural and documentary collections are acquired, preserved and accessible.

1. Percentage increase in items added to the Western Australian heritage collection.

The State Library of Western Australia aims to acquire a significant collection of the State's documentary heritage to tell the social, political, economic and cultural history of Western Australia for current and future generations. Items are acquired through donation, purchase and legal deposit, but the number of items acquired each year is dependent on publishing output and the availability of private collections for purchase. Collections counted in this measure are monographs, serials, maps, films, oral histories, sound recordings, microfilms and pictorial images. They do not include ephemera or private archives because of the difficulty in measuring this material which is recorded in metres.

2016–2017	-9.8%
2017–2018	-18.7%
2018–2019	6.9% (Budget Papers target 0%)

Commentary:

The KPI measures the change in the number of items added to the published heritage collections through purchase, donation or legal deposit compared to the previous year. A negative percentage means that less

new items were added to heritage collections in this reporting period than in the previous corresponding reporting period; in 2018–19, 25,365 items were added to heritage collections, 6.9 percent more than the 23,734 added in 2017–18.

There is volatility in the KPI in that it reflects the availability of collections for purchase, donation and legal deposit and the numbers of staff to acquire and process collection materials.

The KPI does not include the significant effort required to acquire, describe, preserve and store private archives. For example, a private archive collection might consist of hundreds or thousands of letters, diaries, minutes books or corporate files. This may involve hundreds of hours of staff time whereas for a published Western Australian book this would take less than an hour.

In 2018–19, the State Library added 32.6 metres of private archives to heritage collections.

2. Proportion of heritage collections maintained within set standards.

The State Library of Western Australia aims to store collections within appropriate environmental conditions. To maintain a significant set of heritage materials these collections are housed under different conditions to general collections in the State Library Building. Controlled conditions include temperature, humidity, light, and the filtration of gaseous and airborne pollutants.

2016–2017	95%
2017–2018	85%
2018–2019	82% (Budget Papers target 96%)

Commentary:

The KPI result is below target. Environmental conditions were negatively affected due to the Central

Energy Plant not being fully commissioned. The Central Energy Plant is for Perth Cultural Centre agencies and is housed in the State Library building. The Plant won't be fully commissioned until after the completion of the New Museum when State Library's environmental conditions are expected to return to within standards.

3. Percentage increase in the usage of the collections on-site and online.

The purpose of collecting Western Australia's documentary heritage is to make it accessible for people to use. While much of the heritage collection is only available in a physical format from within the State Library, increasingly collections are being digitised to make them accessible online through the Library's database. Material that is born digital is also being collected and made available. These figures do not include usage of digitised Western Australian newspapers made available through the National Library of Australia's Trove service.

2016–2017	-10.4%
2017–2018	-3.2%
2018–2019	-0.2% (Budget Papers target 1.1%)

Commentary:

The number of uses of online materials was impacted by a significant system outage in November / December 2018 where there was no access available to the catalogue and State Library digitised materials made available online.

This KPI does not include the number of page views of Western Australian newspapers on the Trove online service; there were 3.97 million pages views of this content in 2018–19.

OUTCOME TWO

The Western Australian public library network is supported through access to library materials and services.

1. The extent to which Western Australians are provided with access to library materials.

The State Library of Western Australia works in partnership with local governments to facilitate community access to public library materials. Access in this context is measured as the number of new physical library materials provided, the number of community accesses to digital library materials (e-books, e-audiobooks, e-magazines, video streams and database downloads), and the number of inter library loans facilitated through the State-wide service. This is divided by the State's population.

This year the number of downloads of third party electronic resources by members of the State Library has been removed from this indicator. Results for previous years have been recalculated to also exclude this usage. The change has been made to better reflect the number of engagements with public library materials facilitated by the State Library.

2016–2017	0.8
2017–2018	0.9
2018–2019	1.0 (Budget Papers target 0.95)

Commentary:

This KPI continues to be driven by an increase in the usage of e-resources available to any member of a Western Australian public library from their own home or from a mobile device linked to their public library membership. There was an 18 percent increase in the use of e-resources in the year; 1.79 million e-books, e-audios and e-magazines were downloaded.

OUTCOME THREE

The Western Australian community benefits from engaging with the State Library's services.

1. Percentage of clients satisfied with the State Library's collections and services.

This measures the extent to which the Library's collections and services meet the needs of the Western Australian public.

Each year, clients are surveyed in four separate periods to gather information regarding their satisfaction with library services across the reporting year. During the year, 567 clients provided an appraisal of State Library collections and services. At a 95 percent confidence level, the estimated maximum sampling error is plus or minus 4 percent.

	2016–2017	2017–2018	2018–2019
Satisfied or very satisfied	93.8%	92.8%	94.4%
Neutral	4.1%	3.9%	3.5%
Dissatisfied	2.1%	3.3%	2.1%

(Budget Papers target 92%)

Commentary:

Users of the State Library's collections and services continue to report a high level of satisfaction.

2. Percentage of Western Australians who actively engage with the State Library's services.

The State Library provides a wide range of information and services to the community from the State Library Building, online through its website and with community partners through the Better Beginnings Family Literacy Project. The indicator measures visitation to the Library, online use of the website and catalogue (including multiple visitations by the same person), and the number of Better Beginnings packs delivered to families as a proportion of the population.

This year the number of downloads of third party electronic resources by members of the State Library has been included in the reported number of engagements. Results for previous years have been recalculated to also include this usage. The change has been made to better reflect the number of engagements with State Library services by users.

2016–2017	108%
2017–2018	96%
2018–2019	87% (Budget Papers target 85%)

Commentary:

The number of engagements with State Library services decreased in all counts that make up this indicator. The number of uses of online materials was impacted by a significant system outage in November / December 2018 where there was no access available to the catalogue or electronic resources by State Library users. The outage also meant public computers were not available, impacting the number of in person visitors to the Library.

Services and Key Efficiency Indicators

COLLECTION SERVICES

Ensuring Western Australia's documentary collections are acquired, preserved and made accessible for future generations.

1. Cost per new item added to the collection.

This indicator measures the cost per item that is added to the heritage collections.

2016–2017 \$355.35

2017–2018 \$422.31

2018–2019 \$343.27 (Budget Papers target \$514.19)

Commentary:

The variation from the Budget Papers target was due to more than the expected numbers of items added to heritage collections and a lower cost of providing collection services as a result of the transfer of the information and communications technology function to the Department of Local Government, Sport and Cultural Industries.

PUBLIC LIBRARY SERVICES

Supporting the public library network through facilitating access to library material and services.

1. Average cost of administering services to public libraries.

2016–2017 \$62,567

2017–2018 \$69,793

2018–2019 \$70,725 (Budget Papers target \$62,668)

Commentary:

There are 233 public libraries in Western Australia. The average cost is higher than target due to a higher than expected proportion of the total cost of services being allocated to public library services as a result of the transfer of the information and communications technology function to the Department of Local Government, Sport and Cultural Industries.

LIBRARY, LITERACY AND COMMUNITY ENGAGEMENT

Ensuring that the State Library acts as a community hub in delivering literacy and learning outcomes to the Western Australian community.

1. Cost per engagement with State Library of Western Australia services.

This year the number of downloads of third party electronic resources by members of the State Library has been included in the reported number of engagements. Results for previous years have been recalculated to also include this usage. The change has been made to better reflect the number of engagements with State Library services by users

2016–2017 \$3.59

2017–2018 \$3.72

2018–2019 \$3.17 (Budget Papers target \$4.53)

Commentary:

The cost per engagement was less than target due to a higher number of engagements than forecast and a lower than expected cost of services allocated to engagement services as a result of the transfer of the information and communications technology function to the Department of Local Government, Sport and Cultural Industries.

Certification of Key Performance Indicators

We hereby certify that the Key Performance Indicators are based on proper records, are relevant and appropriate for assisting users to assess the Library Board of Western Australia's performance, and fairly represent the performance of the Library Board of Western Australia for the financial year ended 30 June 2019.



Hon. John Day

Chairman

Library Board of Western Australia

5 September 2019



Anne Banks-McAllister AM

Member

Library Board of Western Australia

5 September 2019

2018
2019



APPENDICES

Staff Members

The following full-time, part-time, permanent and contract staff were employed at the State Library of Western Australia at 30 June 2019.

Executive Office

CEO and State Librarian

Margaret Allen

Karen Farmer

Rod Forcus

Oliver Gatty

Charles Hayne

Elizabeth Holmsen

Atia Ibrahim

Sally Kelso

Roxanna Loveland

Jane Masterman

Perryn Warton

Strategic and Corporate Services Directorate

Director Strategic and Corporate Services

Chris Penwald

Anna Bacik

Zofia Carter

Grace Chiu

Nick Cowie

James Dew

Anita Freeman

Celine Har

Ben Hoper

Debra Jones

Ian Kane

Catherine Kelso

Jenny Leunig

Bill McKay

Lily Thorne-Stoate

Illona Tobin

Peter Tranter

Kana Vijeyan

Peter Vuckovic

Library Services Directorate

Director Library Services

Elizabeth Spencer

Kate Akerman

Theresa Archer

Pena Atanasoff

Michelle Campbell

Fiona Caratozzolo

Kylie Coleman

Linda Davis

Stephanie De Melo

Janet Deegan

Jennifer Donovan

Mary Doyle

Wayne Eades

Kate Eckersley

Ian Edmonds

Peter Edwards

Michelle Francis

Michael Harris

Tracey Hawkins

Cathryn Holker

Sue Hunter

Linley Janssen

Jennifer Kenny

Gemma Lyon

Mary Magaraggia

Jaye McCracken

Tricia McKenzie

Carina McPherson

Andrew Meredith

Sue North

Dalon O'Hara

Rebecca Ong

Helen Ouf

Chris Owen

Pam Phelan

Nicole Piontek

Tui Raven

Cameron Rogers

Julie Sheren

Irena Sikorska

Carol Smith

Anne Sotzik

Adele Sugars

Molly Tebo

Linda Thorne

Denien Toomath

Adam Trainer

Alison Underwood

Maryam Yousefi-Mitchell

Collection Services Directorate

Director Collection Services

Michelle Brennand

Cristina Albillos

Laurie Allen

Susan Anderson

Simone Barnes

Ewa Bieniawski

Andrew Black

Maureen Blackford

Jeff Booth

George Borzyskowski

Adrian Bowen

Norm Brodal

Jean Butler

Helene Charlesworth

Michelle Collier

Cynthia Coombs

Jennifer Crabtree

Maureen D'Rozario

Lucy Dal Busco

Amanda De Cinque

Annette Del Bianco

Robyn Edwards

Samantha Fairbanks

Jennifer Feehan

Karen Godfrey

Frances Hammond

Sue Hegney

Alison Hocken

David Hodgson

Philip Hough

Heather Jenkins

Jennifer Jenkins

Paul Kelvin

Linda Laycock

Susan Low

Pam Marciano

Helen Marsh

Inigo Martinez

Susan McEwan

Rosalyn McHale

Gregg McMichan

Carolyn Mitchell

Wendy Monaghan

Maria Neale

Caroline Nightingale

Josephine O'Connor

Anne Oakes

Glenda Oakley

Gary Obrecht

Barbara Patison

Kerry Randall

Joan Roberts

Edward Ryan

Rosene Saks

Samad Selamat

Jeanette Shepherd

Scott Smith

Salwa Soliman

Fernando Tafani

Rachel Turner

Brian Walker

Urszula Wiejowski

Bindy Wilson

Ross Withnell

Toni Young

APPENDICES

Staff Achievements

Cristina Albillos

Professional Membership Committee for Australian Institute for the Conservation of Cultural Material.

Margaret Allen psm

Chair, IFLA Elending Working Group
Member, IFLA Public Libraries Section Committee

Chair, Australian Libraries Copyright Committee

Member, National and State Libraries Australia

Director, Australian Digital Alliance

Member, ALIA Book Industry and ELending Advisory Committee

Member, INELI-Oceania Steering Committee

Member, Curtin University, BA Media and Information Advisory Board

Member, Kay Poustie Scholarship Panel

Member, Public Libraries Working Group

Member, Library Board Award for Innovation and Collaboration Panel

Representative of Australian Libraries – Public Lending Right Committee

Michelle Campbell

Better Beginnings Family Literacy Program: Connecting With Your Community Through Local Public Libraries, paper presented at the Early Childhood Learning and Development Conference, March 2019.

Fiona Caratozzolo

Grow Your Family Tree information session for Family History Month at the

State Library, August 2018.

State Library and Family History WA Professional Development Day, November 2018.

Family History Library Resources presentation at Midwest and Gascoyne Regional Meeting March 2019.

Amanda De Cinque

WA State Heritage and History Conference 2019, panel participant answering questions and discussing: Collecting the 21st Century: what collecting heritage and conservation look like into the future, April 2019.

Susan McEwan

Editorial Board Member, Journal of the Australian Library and Information Association.

Dr Chris Owen

Darkest West Australia, case study presented at In Visible Ink Beyond Story Symposium, 22 February 2019.

Every Mother's Son is Guilty: Policing the Kimberley Frontier of Western Australia 1882–1905 presentation at State Library, 22 January 2019.

The Untold Story of Kimberley Policing, presentation at The University of Western Australia School of Indigenous Studies, 3 September 2018.

Barbara Patison

Legal Deposit and National edeposit (NED) presentation at the WritingWA Writing and Publishers Forum, June 2019.

Dr Adam Trainer

What's My Scene? Creative Networks as Local Music Archiving Tool, Australian Sound Recordings Association Annual Conference: Music, History and Technology, Studios 301, Alexandria, New South Wales, 7–8 November 2018.

Bindy Wilson

Secretary, Australian Institute for the Conservation of Cultural Material (Western Australia Division).

Terry Campbell Award for Service Excellence

The Terry Campbell Award for Service Excellence is awarded to a staff member who, on a particular occasion or, by general attitude to the public or to staff, deserves special recognition in any area of the State Library's services. Nominations are received from staff or members of the public.

The Award is in memory of Terry Campbell (1931–1989) who worked as a receptionist and telephonist with the State Library and was unfailingly helpful and courteous. This Award recognises staff displaying excellence in service delivery.

The following staff received the award in 2018–2019:

- ➔ Client Services Team members – Jaye McCracken, Kylie Coleman, Linley Janssen, Roxana Loveland for their excellent work in relation to the daily roster, leave planner, annual client survey, and internal and statistical reporting.

Fundraising and Peer of the State Library

More than \$15,000 was raised through a combination of fundraising initiatives including donation boxes and credit card donation devices.

In 2018–2019 the number of Peers of the State Library increased to 15:

- Friends of Battye Library Inc. (Platinum Peer)
- Robert O'Connor QC
- Anne Banks-McAllister AM
- Susan Parker
- Neil Bradley
- Dr Pamela Statham-Drew and Nick Drew
- Elizabeth Frayne
- Margaret Nowak AM
- Margaret Allen PSM
- Nigel D'Cruz
- Anonymous (4)

Peers of the State Library are individuals who support the Library through cash donations of \$250 or more for the purpose of enriching and promoting its collections and for the benefit and enjoyment of the people of Western Australia. The program encourages individuals to play a valuable role in the growth of the State Library by committing to an annual donation. Platinum Peers generously donated \$5,000 or more.

APPENDICES

Partners and Collaborators

Friends of Battye Library Inc.

The Friends of Battye Library Inc. have continued to be a valued collaborator of the State Library's J.S. Battye Library of West Australian History through assisting with preservation, digitisation and promotion of West Australian documentary heritage materials.

Other State Library valued partners and collaborators in 2018–2019 included:

Aboriginal Culture and History WA
Activ
Adult Learning Australia
Art Gallery of Western Australia
Association of Independent Schools of Western Australia Inc.
Australian Children's Literature Alliance
Australian Institute of Aboriginal and Torres Strait Islander Studies
Australian Libraries Copyright Committee
Australian Library and Information Association (ALIA)
Australian Research Council
Awesome Arts
British Museum
Carnamah Historical Society and Museum
Central Institute of Technology (Adult Migrant Education Program)
Child and Adolescent Community Health
Chung Wah Association

City of Melville
City of Perth
Community Adult Literacy Foundation
Copyright Agency
Curtin University
Deakin University
Department of Communities, Child Protection and Family Support
Department of Education
Department of Health
Department of Justice
Department of Local Government, Sport and Cultural Industries
Department of Mines, Industry Regulation and Safety
Department of Planning, Lands and Heritage
Department of Primary Industries and Regional Development
Department of Training and Workforce Development
Dyslexia-SPELD Foundation
Edith Cowan University
Fogarty Foundation
Fremantle Press
Friends of Battye Library Inc.
Kids Own Publishing
Magabala Books
McCusker Centre for Citizenship,

University of Western Australia
Metropolitan Redevelopment Authority
Minderoo Foundation
Monash University
Murdoch University
Mowanjum Art and Culture Centre
Museum of Perth
National and State Libraries Australia (NSLA)
National Film and Sound Archives
National Library of Australia
National Trust of Australia (WA)
New Norcia Benedictine Community
North Metropolitan TAFE
Nyamba Buru Yawuru Ltd
Office of Multicultural Interests
Oral History Association of Australia, WA Branch Inc.
Outcare
Parliamentary History Advisory Committee - (Parliament of WA)
Perth Institute of Contemporary Arts (PICA)
Perth Festival
Perth Theatre Trust
Playgroup WA
Polly Farmer Foundation
Professional Historians Association (WA) Inc.
Propel Youth Arts
Public Libraries Western Australia Inc. (PLWA)
Puma Energy
Public Sector Commission
Read Write Now
Red Cross
Rio Tinto
Revelation Perth International Film Festival
Royal Association of Justices of Western Australia Inc.
Scitech
South Metropolitan TAFE
State Records Office of Western Australia
The Smith Family
Think Child Care
United Way
University of Western Australia
VisAbility
WA Country Health Service
Western Australian Adult Literacy Council (WAALC)
Western Australian Genealogical Society (WAGS)
Western Australian Local Government Association (WALGA)
Western Australian Local Governments
Western Australian Museum
Western Australian Primary Principals Association
Western Australian Veterinary Emergency and Speciality (WAVES)
Wirrpananda Foundation

APPENDICES

Volunteers

Volunteers play an important role in the Library, working alongside staff in a number of teams and assisting with day-to-day activities, short term projects and events. They assist with:

- preparing finding aids for private archive collections;
- early literacy programs for pre-school age children;
- checking Library holdings and values of books;
- sorting and filing Battye Library microfiche;
- Let’s Talk English conversation group sessions;
- the Disrupted Festival of Ideas; and
- collecting responses to the State Library’s Client Survey.

In 2018–2019, volunteers donated 7,751 hours of their time to the people of Western Australia. Methodology provided by the Economic, Social and Cultural Value of Volunteering to Western Australia estimated this benefited the local community to the value of \$6,569,438.

As a partner with the Library for the past 34 years, volunteers from the Western Australian Genealogical Society responded to 2,364 enquiries from people researching their family history.

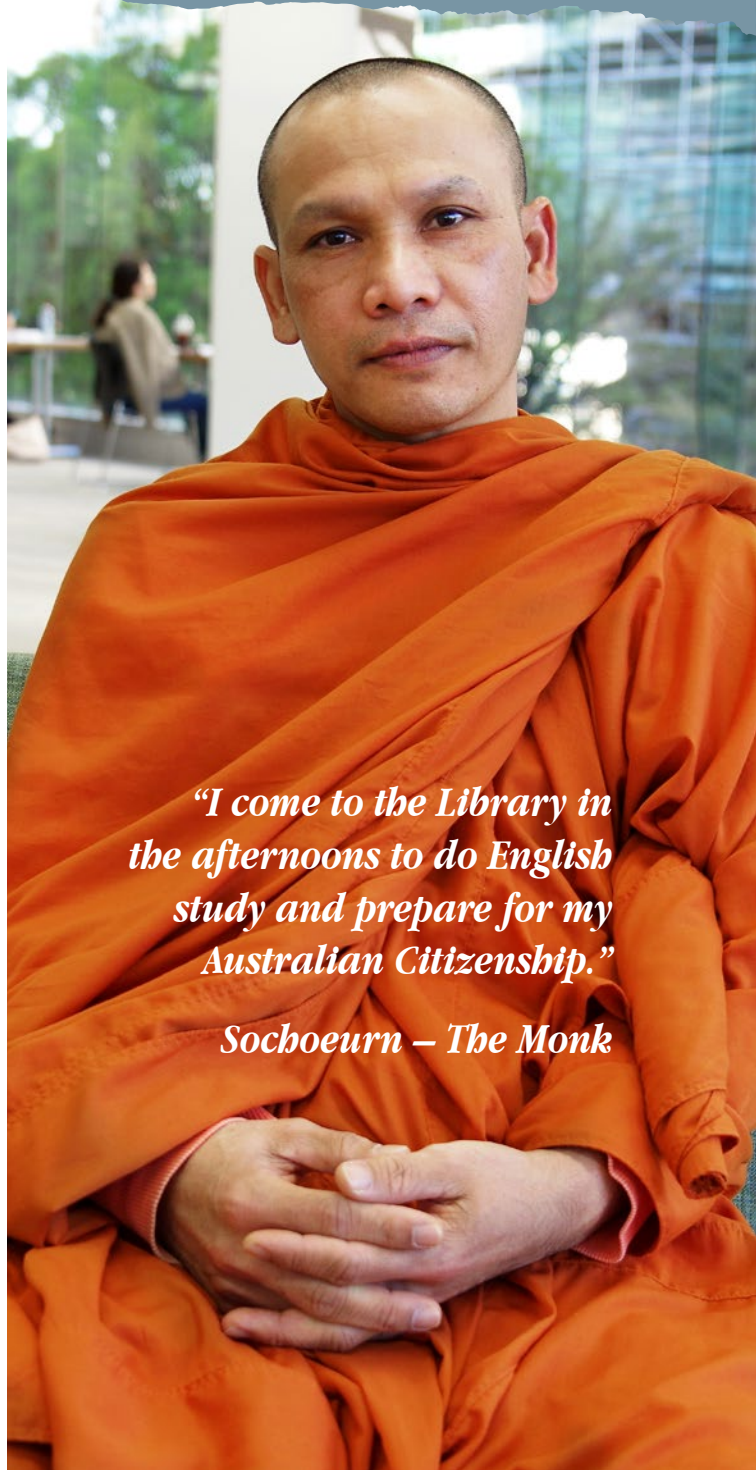
During the year one of the Library’s volunteers, Charles Wei was shortlisted for the WA Volunteer for Multicultural Communities Award. This Award is for an individual who, through their volunteering with culturally and linguistically diverse communities, has made an exceptional contribution to the betterment of life in Western Australia.

The Library would like to thank and acknowledge volunteers who provided valuable assistance in 2018–2019.

Sharon Argent	Bevan Carter	Linda Femia	Judy Hawrylak	Holly Jones	Liz Purchase
Kate Audino	Christine Cavanagh	Kamiha Fiedorowicz	Sandy Hayward	Jacqui Kennedy	Annette Raison
Shirley Babis	Bob Chee	Meera Finnigan	Anne Henderson	Louisa Keron	Suganya Rajendran
Lei Baker	George Cowcher	Liana Fitzpatrick	Galina Hill	Jawez Khan	Carole Reid
Diana Baldrey	Kris Cullen	Pam Fraser	Dolores Hoole	Jen Kieran	Annette Rowlands
Victoria Bayer	Pat deHaer	Cathy Gawen	Kaitlyn Houston	Megan Kneale	Elizabeth Rummins
Gabrielle Beasley	Claire Delany	Anne Giles	Melody Houston	Ron Knox	Liz Rushton
Yilda Betancur-Marin	Libby Delany	Warren Gilhome	Aimee Hughes	Stef Kukla	Ken Russell
Reshmah Bhugeloo	Marilyn Dimond	Asha Gill	Ben Hughes	Christopher Lau	Leon Salam
Liz Birkett	Stephanie Dowie-Laurence	Jasmine Gill	Frank Hutchison	Edith Lauk	Jonali Sharma
Laura Birtwistle	AnnieDunn	Sue Grenda	Janet Hutchison	Kim-Ngoc Le	Elizabeth Shepherd
Madeleine Bougher	Perpetua Durack-Clancy	Jennifer Grose	Nana Isozumi	Jeanette Lee	June Sinclair
Eric Brand	Stephen Ermann	Moyna Harland	Virginia Ivory	Carina Li Lin Vincent	Noel Sivewright
Patrick Bunbury	Colleen Fancote	Julie Harris	Melony Jane	Margie Lundy	Oyuna Sodov
				Julie Maddocks	Brian Stent
				Michelle Mahoney	Aileen Swarbrick
				Andrea Mancini	Morgan Taylor
				Cheryl Mannon	Pam Taylor
				Jim McKinnon	Susette Turner
				Louise Mofflin	Louise van Selm
				Loreley Morling	Angela Vordermeier
				Ladan Mortazavi	Lucy Wardle
				Mala Murugiah	Charles Wei
				Thi Nguyen	Bethany Weldon
				Betty O’Brian	Ben Wilburs
				Tony O’Brian	Michelle Wilson
				Gillian O’Mara	Nicholas Wilson
				Chris Ong	Johnny Windus
				Cate Pearce	Graeme Winters
				Judy Pearce	Melissa Woodcock
				Kathryn Peckham	Adelaide Yearsley
				Rita Pereira	Mao Zhang
				Amber Pitts-Hill	Shauni Zucco
				Sussi Porsborg	Samhitha

Service Delivery

	2014–15	2015–16	2016–17	2017–18	2018–19
Western Australian Heritage Collections					
Visitors to the State Library Building	1,273,000	1,263,550	1,102,092	1,165,186	1,209,175
Visitors to the State Library Collections	885,836	924,698	848,535	750,062	708,249
Services from the State Library					
Information enquiries and consultancy	20,553	21,709	22,411	20,633	19,835
Direct loans to clients	38,257	26,735	26,853	26,576	27,940
Membership of State Library	52,504	48,722	31,677	26,929	26,992
People attending training / tours / events	34,541	35,388	31,088	33,602	39,338
Services to Public Libraries					
Number of public libraries	232	232	231	232	233
Volumes dispatched on exchange program	536,920	497,277	404,145	346,093	367,715
Information enquiries and consultancy	3,456	3,319	2,882	3,408	2,507
Public library staff attending training	498	412	484	550	447
Use of Information Technology					
Visitors to the State Library website	853,985	834,076	787,189	694,156	618,474
Page hits on the State Library website	2,099,819	2,440,691	1,998,771	1,508,274	1,261,715
Searches on Electronic Resources	730,640	727,735	822,606	1,144,526	739,764
Digital objects available	154,010	170,036	225,204	249,918	263,096
Digital objects created	30,394	60,186	37,645	41,129	60,747
Collection Services					
New volumes delivered to public libraries	422,398	369,641	293,941	285,425	299,837
Titles catalogued for heritage collections	10,763	7,436	13,466	15,058	9,273
Titles catalogued for non-heritage collections	235	218	1,651	1,077	429
Titles catalogued for public libraries	57,487	67,533	101,997	87,789	101,526



“I come to the Library in the afternoons to do English study and prepare for my Australian Citizenship.”

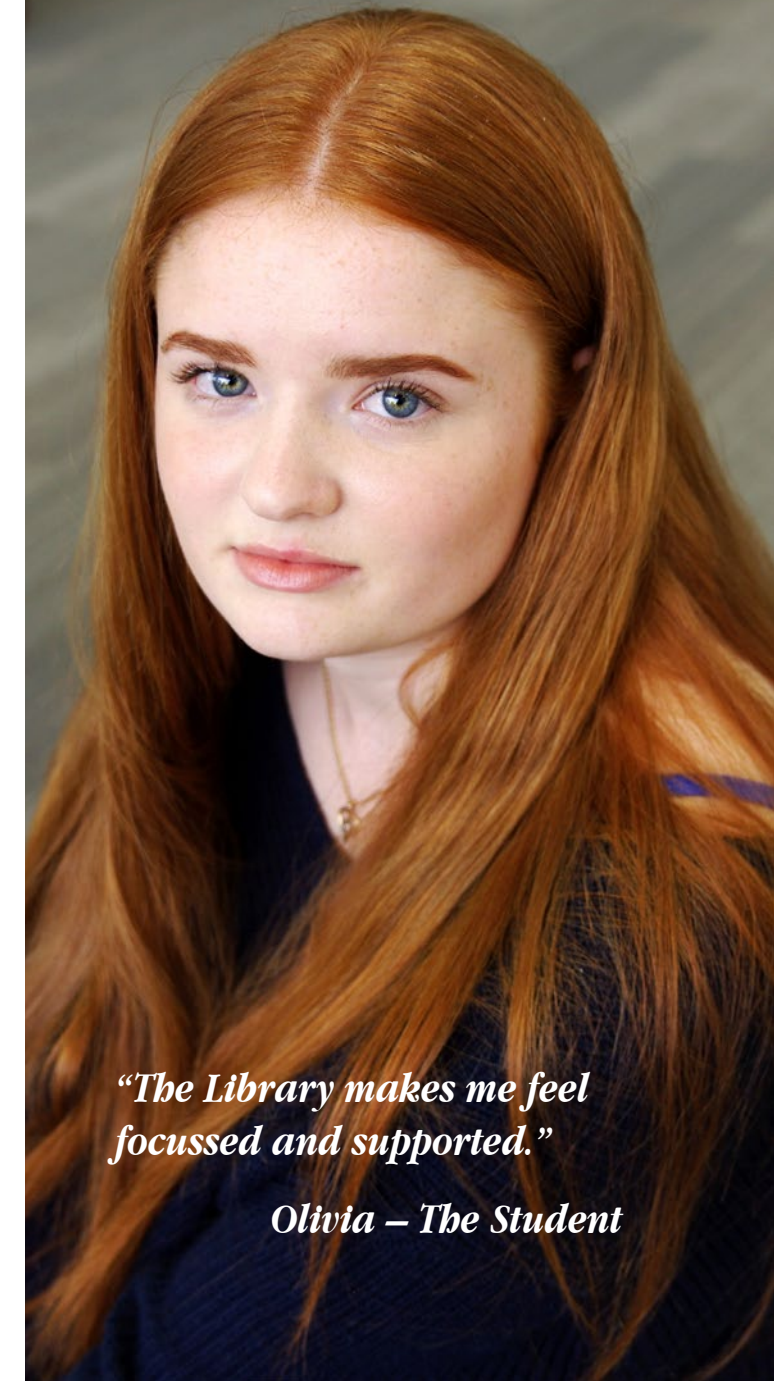
Sochoeurn – The Monk

Stock

	2014–15	2015–16	2016–17	2017–18	2018–19
Heritage Collections					
Monograph titles	103,394	108,680	111,355	113,068	116,321
Monograph volumes	170,916	176,569	183,394	187,165	190,375
Serial titles	18,197	25,869	27,438	27,881	28,089
Microfilm (reels)	41,677	41,801	11,882	11,937	12,002
Microfiche (metres)	15.2	15.2	15.2	15.2	15.2
Cartographic items	32,726	34,342	34,839	35,737	17,699
Ephemera (metres)	23.52	23.52	23.52	23.52	23.52
Pictorial images	719,596	728,199	760,958	694,511	702,335
Pictorial collections	8,599	8,665	8,762	8,958	9,260
Films and videos	8,123	8,192	7,763	7,999	8,176
Oral history hours of audio	16,789	17,255	17,564	17,538	17,743
Oral history transcripts	3,701	3,760	3,881	3,948	3,998
Private archives (metres)	4,086	4,148	4,227	4,315	4,348
Sound recordings	7,382	8,523	6,706	7,417	7,497

Where available, stock counts are now taken from collection valuation data. Variation in past year counts may reflect different methodologies for counting collection items

Non-heritage Collections					
Monographs (volumes)	235,285	203,623	191,507	190,463	194,235
Current print serials and newspaper titles	856	749	665	562	444
Current electronic serials titles	34,717	35,904	36,637	34,737	41,594
Microfilm (reels)	15,670	15,994	16,268	17,013	17,295
Scores	53,759	42,851	42,795	42,641	42,636
Musical sound recordings	13,386	2,215	1,903	1,885	1,722
Cartographic items	23,715	23,715	23,717	23,717	23,717
Films and videos	4,024	3,915	3,929	3,921	3,753



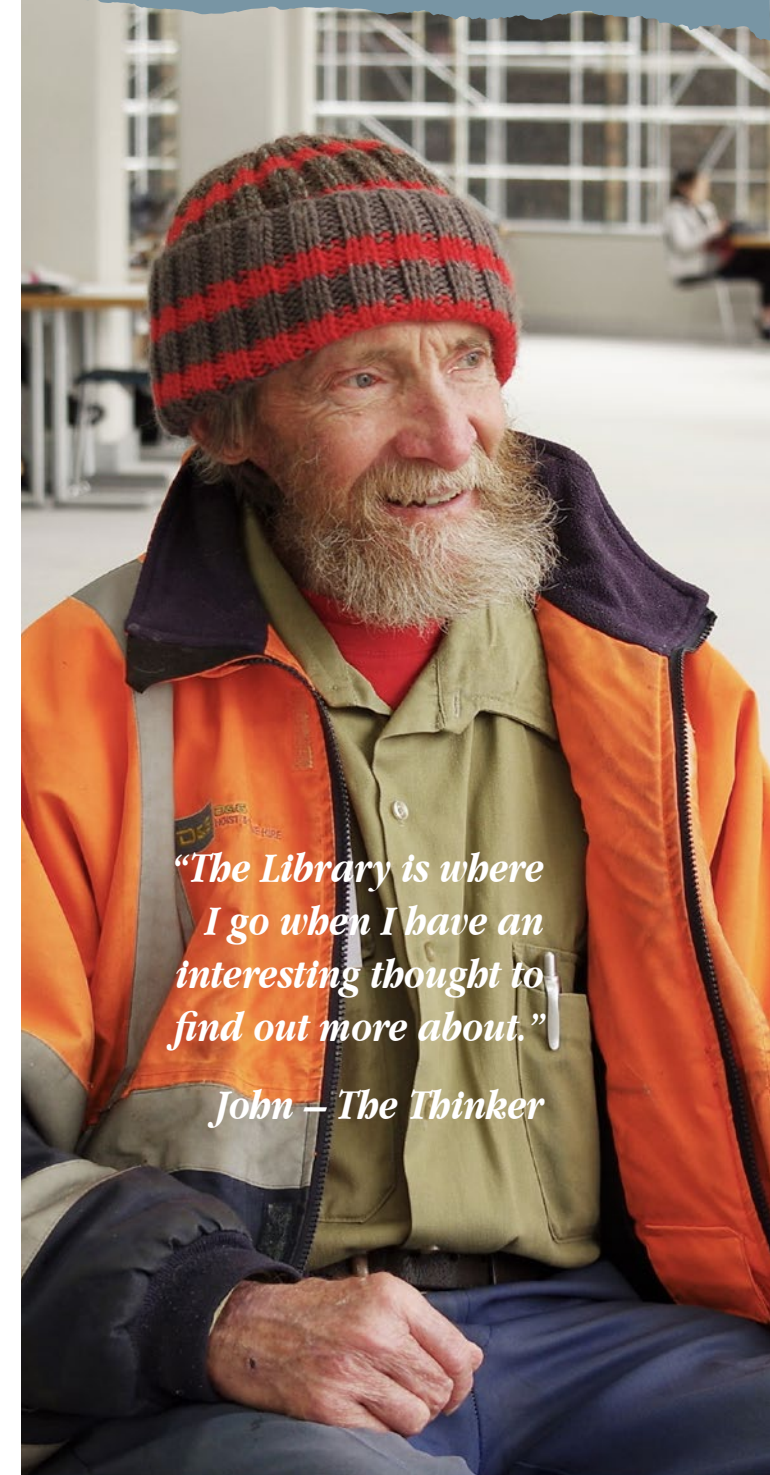
“The Library makes me feel focussed and supported.”

Olivia – The Student

Stock continued

	2014–15	2015–16	2016–17	2017–18	2018–19
Public Library Collections					
Adult non-fiction	912,304	887,604	847,687	793,799	764,884
Adult fiction	981,830	966,751	957,878	934,837	911,227
Junior	964,495	980,730	975,991	943,366	926,223
Total stock	2,829,046	2,835,085	2,808,556	2,672,002	2,602,334
Special Formats <i>(included above)</i>					
eBooks	29,583	45,838	56,288	58,274	59,666
Languages Other Than English (LOTE)	71,893	69,791	69,570	64,655	64,564
Large Print Books	186,493	183,801	178,622	157,035	159,430
DVDs	219,676	241,146	239,196	233,418	228,420
Audio CDs/MP3/eAudiobooks	157,327	156,038	159,813	158,072	157,737
CD-ROMs	7,630	5,898	4,564	3,583	3,088

Humans of the Library



*“The Library is where
I go when I have an
interesting thought to
find out more about.”*

John – The Thinker



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