State Library
OF WESTERN AUSTRALIA

ANNUAL REPORT

2007–2008

The State Library of Western Australia

ANNUAL REPORT

2007–2008

of **The Library Board of Western Australia**

56th Annual Report of the Board

Alexander Library Building

Perth Cultural Centre

Perth Western Australia 6000

Telephone:	(08) 9427 3111
Facsimile:	(08) 9427 3256
E-mail:	info@slwa.wa.gov.au
	askus@slwa.wa.gov.au
	(for reference enquiries)
Internet:	www.slwa.wa.gov.au

Hours of Opening

Monday to Thursday:	9:00 am to 8:00 pm
Friday:	9:00 am to 5:30 pm
Saturday and Sunday:	10:00 am to 5:30 pm

Index

Better beginnings

enjoy reading with your baby
@ your library™

Department of Culture and the Arts
Government of Western Australia
State Library of Western Australia

RIO
TINTO

Supported by Western Australian...

Letter to the Minister

Hon Sheila McHale MLA

Minister for Disability Services;

Tourism; Culture and the Arts;

Consumer Protection

12th Floor, Dumas House

2 Havelock Street

West Perth WA 6005

Dear Minister

In accordance with Section 61(1) 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 ending 30 June 2008.

This report has been prepared in accordance with the provisions of the Financial Management Act 2006, the Treasurer's Instruction 903 - Agency Annual Reports and the Western Australian Public Sector Annual Report Framework 2007-2008 Reporting Year issued in March 2008 by the Department of the Premier and Cabinet.

Yours sincerely

Cr Janet Davidson
Chairman
Library Board of Western Australia

Dr Margaret Nowak
Member
Library Board of Western Australia

4 September 2008

Highlights of 2007-2008

Outreach and Partnerships

The Library's first comprehensive information, literacy and life-long learning program for people of all ages, **Search, Engage and Know (SEaK)**, was initiated this year, as were a full range of outreach programs to accompany the **National Treasures** exhibition; the start of **The Sunday Times Big Book Club**; a new reader development program and the further success of **Better Beginnings**, the State Library's early literacy program.

Many of these programs have been made possible through partnerships with fellow cultural institutions – the Western Australian Museum, the Art Gallery of Western Australia and public libraries, as well as through new partnerships with organisations including Rio Tinto, the Perth International Arts Festival, The Sunday Times, ABC720 and The Big Book Club. These partnerships have enabled us to extend our services to better meet the needs of a wider and more diverse cross-section of Western Australians and to strengthen our public profile.

Another high point was partnering with Spare Parts Puppet Theatre to present the **Mr Squiggle & Friends** exhibition during UNIMA 2008 20th Congress & World Puppetry Festival.

Historical Records Rescue Consortium (HRRC)

Funded by a Lotterywest grant of $3 million, the final year of this project to preserve and make available the most at-risk and in-demand items in the J S Battye Library of West Australian History saw over 800,000 pages of Western Australian major daily and regional newspapers microfilmed, 150 'at risk' films from the Library's archives rescued and 77,000 photographic images digitised. The public can now access 48,000 of these images through the State Library's online catalogue.

The HRRC project culminated with **To the rescue!**, an exhibition that detailed how the project preserved Western Australia's valuable history so it is accessible today and preserved for the future. The exhibition toured regional and metropolitan libraries.

Bussell / Molloy Diaries

The Library purchased, at auction, eleven diaries written mainly by Frances Louisa (Fanny) and Joseph Vernon Bussell and two diaries written by John and Georgiana Molloy. The diaries complement the important Bussell and Molloy collections already held by the State Library. Both families were prominent pioneers of the Blackwood and Vasse districts.

The Bussell family, who arrived in Western Australia in the 1830s, were prolific letter writers and diarists. The State Library holds some 13 shelf metres of private archival material relating to the family, including letters, diaries, notes, legal documents, plans, sketches, verse, cards, recipes, wills, certificates, accounts and religious writings to name a few. Also held are books, photographs, serial articles and accounts in newspapers.

Structural Reform of Public Library Services

The partnership between State and Local Governments and the model of service delivery has been in place for more than 50 years. Due to the vast technological, social and environmental changes since the 1950s it was time to re-examine public library service delivery to the Western Australian community.

Extensive consultation resulted in a report outlining ten high-level key outcomes and associated strategies to achieve them. An implementation plan is underway.
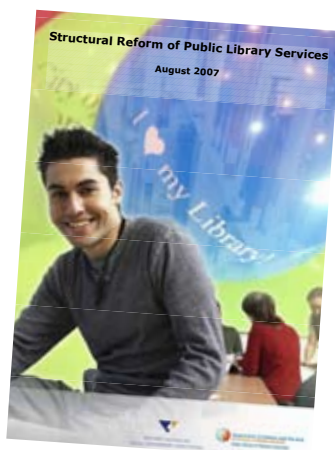
Ignite Funding

As part of the Government's $73 million package designed to transform dance, theatre, music and visual arts, as well as change the shape of WA's cultural landscape, the State Library, Western Australia's most used cultural facility, received $4 million towards the upgrade of public areas and for enhancing digital facilities to make sure Western Australians have access to the best possible quality service.

Work has started on transforming the ground floor to provide more Internet access and on creating a children's area on the mezzanine floor.

About the State Library of Western Australia

The State Library of Western Australia is the operational name of the organisation established under the terms of The Library Board of Western Australia Act 1951. It is responsible to the Library Board of Western Australia through the Chief Executive Officer / State Librarian who is the Executive Officer of the Board. Since July 1997 the State Library has also been a portfolio organisation linked to the Department for Culture and the Arts.

Our Strategic Focus

The mission of the State Library of Western Australia is:

To enrich the lives of Western Australians by:

- enabling access to resources for information, learning, enterprise and recreation
- collecting and preserving our social and documentary heritage for current and future generations.

Our strategic directions reinforce the State Library's leadership role, its role as an enabler and its client service focus. It continues to recognise the unique and powerful partnership it enjoys with local governments and public libraries in Western Australia.

What do we do?

The Client Services directorate leads the development and delivery of services to State Library clients including library and information, fee paying and outreach services. The Outreach and Subject Specialist team provides consultancy and advisory services for public libraries, develops training and other public programs in conjunction with our partners, and provides a specific focus in the areas of Westraliana, through the J S Battye Library of West Australian History, music, family history, business, Indigenous services and children's literature. Three Information Services teams lead the development and delivery of high quality information services to clients and an integrated Collection Development team work to build complementary statewide collections.

The Resource Services directorate leads and develops the procurement, processing, accessing, storage, preservation, management and distribution of all State Library collections, including those purchased for, distributed, exchanged and used by public libraries throughout Western Australia. The three teams of Acquisitions, Access, and Preservation and Maintenance each comprise several sub-teams.

Within Acquisitions, the Orders team orders all State Library resources including books, newspapers and journals; staff in Accessions receive and process State Library resources to ensure they are ready for the shelves and public access; and Distribution staff manage the distribution and exchange of State Library resources.

Access creates records which provide access to resources and ensures data integrity on the statewide catalogue, and the Archive team makes accessible State Library archival collections including private papers, photographs, oral histories, film and ephemera. The E-Team leads and contributes to national and international initiatives to make our resources more accessible in the digital environment and to enable end user access to State Library electronic resources.

Within Preservation and Maintenance, staff in Stock and Stack retrieve materials for clients and ensure collection items are correctly stored and maintained in the best physical condition. Conservation staff conserve and preserve the State Library's documentary heritage materials. Re-formatting facilitates the long-term preservation and access to the State Library's image and sound heritage collections, and the preservation and access to the State Library's published and archival heritage collections.

The Strategic and Corporate Services directorate provides support services to the organisation in the areas of marketing and communications, information and communication technology, corporate services, building management, and facilities and venue hire. Public Programs develop exhibitions and events which stimulate interest in our resources and build the profile of the State Library in the hearts and minds of Western Australians. Digital Services leads the innovative development of the State Library's business in the evolving information and information technology environment and ensures the integrity of the Library's digital services. Corporate Services manage and coordinate the corporate services of risk management, occupational safety and health, records management, workforce support, and contract management for the State Library. Finance and human resources are provided in conjunction with the Department of Culture and the Arts and the Office of Shared Services.

Facilities Management manages and coordinates building, operations and facilities and related service areas to ensure the provision of safe, efficient and effective service within the parameters of resource allocation and the organisation's needs.

The Executive Services area manages support services to the Chief Executive Officer, the Library Board of Western Australia and other strategic partners. It includes a Policy and Research team to provide research support and policy advice on issues and trends relevant to the State Library.

Chairman's Report

The State Library maintains its role as the world's leading organisation in the collection of Western Australian documentary heritage and is the lead organisation in the provision of all types of library services to the people of Western Australia.

The year 2007-2008 has been a significant year for the State Library of Western Australia. The organisation has a solid foundation based on the ongoing progress of its Strategic Directions 2006-2008 which is now being reviewed to check progress against our milestones.

As Chairman of the Board I would like to acknowledge my other Board Members in: Michael Murray (Vice Chairman and member of the Finance Committee), Margaret Nowak (Chairman of the Finance Committee), Matthew Allen (Chairman of the Audit and Governance Committee), Milton Evans, Deb Hamblin, Imogen Garner, Juanita Healy, Joe Marino, Kris Bizzaca and Sandra Jamieson, plus also the confirmed appointment of the Director General for Culture and the Arts, Allanah Lucas. I thank each and every one of them for their commitment and dedication, along with the Chief Executive Officer and State Librarian Margaret Allen and her Executive Team.

The Board continues its program of meeting outside the boardroom and therefore will meet its obligation of one metropolitan and one regional visit in the State. I know that these visits are always appreciated in the various localities and is also much appreciated by the Board members themselves. We have trialled this year bi-monthly meetings and this has allowed the Board to focus on more strategic issues.

Governance is always high on the agenda and is supported by updating skills with training workshops and an annual review of our own processes and achievements. We were fortunate to be part of a consortium to purchase the Bussell Diaries and this presented an opportunity to visit Busselton and be part of the celebrations. The Board continues to work collaboratively with the Western Australian Local Government Association (WALGA) and with the Joint Advisory Committee (JAC) which enables the further forging of even stronger working relationships with public libraries.

As the financial year 2007-2008 comes to an end, the Board focuses on the future which consists of:

- the legislation being updated and brought to its final promulgation,
- the building itself so that it can be oriented strategically with the work that will take place in the Cultural Centre,
- the new-look Premier's Asia Pacific Literary Awards which has attracted great interest with the announcement of the Ignite funding.

The State Library of Western Australia will continue to be custodian of the state's valuable heritage, and bequests received to continue this valuable work are always very much appreciated.

The $4 million Ignite funding provided in December 2007 was a welcome boost and will enable the Library to refresh some of its basic IT infrastructure and upgrade some public facilities in the building. The Alexander Library Building continues to be the most visited cultural institution in Western Australia and the long-term future of the building and its ability to support service delivery into the future is high in the priorities of the Board.

It is imperative that I thank the tireless work of all the staff involved in the State Library of Western Australia.

The Board's thanks must also go to the Minister, The Hon Sheila McHale, for all that she has accomplished within this portfolio and we wholeheartedly wish her well in her future endeavours.

On behalf of the Library Board of Western Australia, I am pleased to submit the Annual Report for the year 2007 – 2008.

Janet E. Davidson

Janet Davidson, JP
Chairman of the Library Board

Chief Executive Officer's Review

This year opened on a high note with the **National Treasures from Australia's Great Libraries** exhibition. Perth was the last stop for the touring exhibition in this five year collaborative project between Australia's State and National Libraries. Staff right across the Library worked enthusiastically and tirelessly to make this exhibition such a success and I would like to acknowledge their efforts.

Our **Better Beginnings** Family Literacy Program continues to grow and since inception around 50,000 books and reading kits have been delivered to Western Australian families. Findings of the independent longitudinal evaluation by Edith Cowan University show that the program is positively influencing parental early literacy practices. I would like to acknowledge the ongoing support of the Rio Tinto Western Australian Future Fund in this program. This partnership was recognised in 2007 with two Australian Business and Arts Foundation Awards for Western Australia.

Visitors to the State Library continue to grow with 590,000 people using our services and collections this year maintaining the upward trend since their low point in 2003-04. As the State's most visited cultural institution, the Library remains a place of learning and research and increasingly a social place and community hub. Demand for access to technology and electronic information continues to increase.

The $4 million **Ignite** funding package announced by the Premier in December 2007 provided funds to improve the accessibility by the people of Western Australia to the State Library.

The key priorities are the upgrade of the ground floor public area with new equipment, furniture, technology and study facilities and the establishment of a children and families area on the mezzanine level. Increasing numbers of families and school groups are using the Library where our focus is to foster literacy, encourage a love of reading and to highlight our role in the preservation of Western Australia's documentary heritage. The Library's digital infrastructure is the second priority area where we will refresh and enhance our systems to provide greater access to digital material. This funding will assist us to meet one of the major challenges we face - keeping pace with the rate of technological change which critically impacts on the delivery of our services to the community.

In September 2007 a new public library opened at the Bidyadanga Community, 200km south of Broome. This small community library was developed in partnership with the Community, the Shire of Broome and the State Library and provides access to books to be read at home, something that many of us take for granted but is a first for many families in the community.

30 June 2008 marked the end of the $3 million **Historical Records Rescue Consortium** (HRRC) project. This community based project helped to preserve a large number of newspapers, photographic negatives and films in the J S Battye Library at risk of decay. The project exceeded its targets in all areas and copies of relevant newspapers on microfilm and DVD copies of films were provided to regional libraries for access by their local communities. Thousands of photographs were also made available through the State Library web site and I acknowledge our consortia partners and the many staff who contributed to this wonderful outcome. This project was initiated and managed through a consortium of interested history groups in Western Australia. Whilst significant progress has been made on preservation and making accessible thousands of items, there is still significant numbers of items which also require urgent attention to ensure their long term preservation.

Under our **Strategic Directions** 2006 – 2008 we continued to focus on our key outcomes. We have made significant progress in our key outcome to collect and preserve Western Australian material through increased resources allocated to this critical work. Our Western Australian collections continue to grow primarily through donation of materials and I would like to acknowledge the many donors who have recognised the importance of unique historical material being placed in public collections ensuring access both now and in the future.

We continued to work with our local government and public library partners throughout the year to progress the structural reform of public libraries to enable them to more effectively support their communities. The Implementation Taskforce has identified ten key areas around which an implementation plan is being developed and we look forward to continuing this work with our partners.

Once again I would like to acknowledge the staff of the Library for their ideas, inspiration and professionalism and the Library Board for their support and advice.

Margaret Allen
Chief Executive Officer and State Librarian

Report on Achievements 2007-2008

Almost 70,000 people visited the **National Treasures from Australia's Great Libraries** exhibition. Over 16,000 people including 6,000 school children viewed the complementary **Our Prized Possessions** exhibition at the State Library.

KEY OUTCOME 1

To enable information access for the Western Australian community we will:

1.1 Continuously review the changing demographics and emerging trends within our communities

Consultation with clients

The State Library conducted two client needs surveys this year. While general satisfaction was expressed public comments have led to the installation of multi-function devices (photocopiers and scanners) on all floors, the introduction of a wi-fi environment throughout the building and more up-to-date workstations on the ground floor, the latter funded by the Ignite funding package. Consultation also took place to discover the needs of those who research archival and rare materials, and the community information needs and expectations of public libraries and community groups.

1.2 Undertake programs that build literacy and information literacy

Search Engage and Know (SEaK)
Community Education Programs

A programme of free tours and workshops designed introduce the public to our collections and resources commenced in February. Group training is provided to help develop both electronic and print research skills, and customised tours, including information literacy sessions on finding resources in the Library, are also given following public requests. About 350 attendees participated in almost 40 training sessions.

Education Programs

Broadening of our client base to include primary school students has occurred and our programs have focused on three areas.

Information literacy

Sessions provided to years 6–12 students improve their electronic searching skills and help them evaluate what they find. A family history module for Primary Extension and Challenge (PEAC) students introduced them to public and private archives.

Collection diversity

Programs such as *More than just books* and *A young person's guide to music* have highlighted the diversity of the State Library's resources to nearly 900 students.

Partner programs

The State Library has partnered in a number of significant school education projects. *Adopt-a-grave* with the National Trust Australia (WA) at the East Perth Cemeteries helped students in years 9 and 10 develop an appreciation for Western Australia's heritage through community service. *My stories, your stories* was a collaborative five-week pilot program with the Art Gallery of WA and the WA Museum which attracted 1,020 students (many of them indigenous) from 22 metropolitan schools. A testament to the success of this program is this response from a Year 6 student to the State Library's Education Officer, "Miss, this place is Moorditj!" In other words, "Miss, the State Library is excellent!"

We also engaged with school and community groups and participated in national and state events including *National Simultaneous Storytime*, Children's Book Council *Make Your Own Story Book Competition*, *National Science Week* and *Unearth Perth* Scouts Australia Centenary Event.

Better Beginnings Family Literacy Program

Through this program approximately 50,000 books and reading kits have been given to families with babies under 12 months of age since 2005. One hundred and twelve local governments – including the entire Pilbara, South-West and Perth metropolitan areas - participate in the program.

Better Beginnings activities have been promoted through metropolitan shopping centre advertising, a statewide poster mail-out to General Practitioners, community health centres and child care centres. Significant coverage was also achieved in the print media and reading kits were distributed during the inaugural Perth International Arts Festival's Family Day.

The partnership between Rio Tinto and the State Library was recognised in the 2007 Australian Business and Arts Foundation Awards for Western Australia as winner of the Toyota Community Award and the Western Australian winner of the Australia Council Young Arts for Young People Award. The partnership was also highly commended in the Western Australian Business and the Arts partnership Awards.

Recent findings from the ongoing independent evaluation (March 2008) by Edith Cowan University demonstrate that Better Beginnings is positively influencing parental early literacy practices, providing evidence that,

> "involvement in the program has resulted in an increase in library membership by both parents and children; increased engagement by parents and children in early literacy practices; reinforced the importance and appreciation of literacy-based tasks; [and] encouraged additional literacy practices within the family."
>
> *(ECU Report, March 2008)*

To connect with families in remote Indigenous communities or those from culturally diverse backgrounds Better Beginnings has distributed hundreds of pre-loved children's books to metropolitan and country areas. New resources have been developed and acquired for the program to increasingly engage families with young children. *Let's Go Baby*, a lift-the-flap board book illustrated by a new Western Australian artist, has been published for distribution through the program. In recognising the role of new technology in developing literacy skills, *Tumblebooks Ebooks for Ekids*, an electronic children's books site is freely available to families through the State Library's website. Through its online animated talking books, puzzles and games, *Tumblebooks* has strong potential to engage children with low literacy levels.

Children's programs

Our programming for children seeks to inspire literacy skills, introduce families to the variety of resources available at the State Library, promote reading as a fun activity, and encourage the exploration of "Story" in all its forms.

Our ongoing involvement with the *Premier's Summer Reading Challenge* (PRC) is one of the many ways we promote literacy to families across the state. The PRC presented an important opportunity for the State Library to partner with the Departments of Education and Training, Premier and Cabinet and WritingWA to promote the importance of literacy and the vital role of libraries in reading development.

This year has seen the introduction of regular school holiday activities. These include a mixture of activities for children of different ages, with trails and film screenings catering for the whole family. Children have participated in storytelling, film screenings, shadow puppet workshops and more, all designed to ignite young imaginations. The most successful programme this year built on the *Mr Squiggle* exhibition to showcase treasures from our collection and encourage families to discuss their own family stories.

Illustrator Craig Smith spent a day with local school children, teachers and librarians sharing his craft and showcasing ways to explore visual literacy in the classroom.

The Sunday Times Big Book Club

We entered into a partnership this year with the Big Book Club Inc. (BBC) and *The Sunday Times* to provide a statewide adult reading program to be run through public libraries. The monthly promotion of each title, through public libraries, bookshops and the media, coupled with meet-the-author tours has raised the profile of participating organisations and highlighted the social and personal benefits that reading brings.

In the six-month period from October 2007 to May 2008, seven featured authors visited 41 communities from Broome to Albany as well as metropolitan centres attracting 2,621 attendees.

Public Sector Management (PSM) Program

Library support for this program has continued with staff providing PSM participants with information research skills training and comprehensive access to resources, including remote access to relevant databases. Searches undertaken by participants have increased by 33% over last year.

1.3 Lobby for resources to improve the quality and breadth of available information

Public Library Resources

The State Library was successful in securing $4.155 million for additional public library resources to help attain a 12.5% injection rate of new materials. State Government also provided $200,000 to help progress the structural reform of public library services in the state.

1.4 Partner with other agencies that own differing and relevant information content

Family History Fair

The State Library hosted a Family History Fair in August in partnership with the Western Australian Genealogical Association Inc. (WAGS), the State Records Office and the National Archives of Australia. We also partnered with universities and other organisations in three major Australian Research Council grants which will add to the collecting and preserving of Western Australian documentary materials. Staff provided professional advice, assistance with preservation of materials and archival assessment services to these projects:

- *Vite Italiane: Italian lives in Western Australia* which seeks to preserve Italian migrants' memories and documents;
- *Family and Working life in the North Eastern Goldfields: a social history of Gwalia and Leonora* 1890-1990;
- *East Perth Power Station and the electrification of Western Australia:* interpretation of an historic site which documents and records the experiences of former workers and their families.

The ongoing co-operative microfilming program with the National Library of Australia (NLA) resulted in the microfilming of 11 at-risk Western Australian newspapers and the production of 190 reels of microfilm. The Library also participated in the NLA's Search for Australia's Missing Newspapers campaign.

Identify and work to deliver relevant technologies which enhance access to information

Wi-Fi Services

To meet the needs of the many clients who are students and from multicultural backgrounds, the State Library established a trial of a free Wi-Fi Internet service called ENABLEnet. It covers the State Library and most of the Perth Cultural Centre, and is available 24 hours per day, 7 days a week. It has proven very popular with about 157 users per day and has provided valuable feedback about the language preferences of the clients, ie:

- 38% CHINESE
- 32% ENGLISH
- 17% KOREAN
- 4% JAPANESE
- 4% FRENCH
- 4% GERMAN
- 1% OTHERS
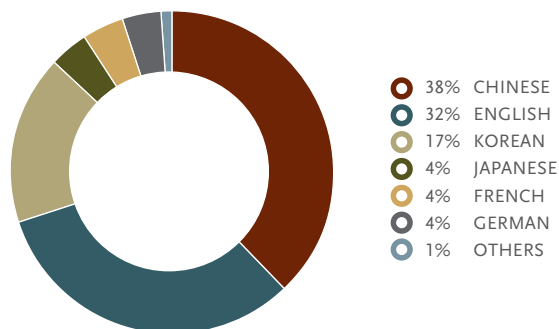
Library 2.0

To enhance access to information we have used so-called Library 2.0 technologies to connect to a wider range of clients. These technologies include Web logs (blogs), wikis, social networking, virtual reference services and podcasts.

A State Library Blog allows staff to post information and news about events and services at the Library and at WA public libraries. The Blog supports our focus areas of Western Australia, family history, business, music, indigenous affairs and children's literature. Since its launch it has received over 16,000 hits. A complementary family history resource was also created on the Blog to make it easier for genealogists to find items of interest.

Wikis are being trialed internally to provide access to procedures so that they can be updated quickly and easily, and as a means of sharing information on a topic. When events are held in the Library we are increasingly using podcasting to make them more widely available from the Library's website.

Indexing

The Review of Indexing Policy and Processes systematically analysed selection and resource description policy and processes for all resources indexed on our library management system (LMS). It recommended changes to existing indexing workflows, selection, and standards, removed duplication, created efficiencies, and determined optimum use of the LMS for indexing. As a result of the review our indexing activities will be focussed on Western Australian materials and provide unique access to materials that cannot be provided anywhere else.

Libraries Australia and the Record Import Service

Using the Record Import Service within Libraries Australia, all catalogue records and State Library holdings for Western Australian published materials now appear on Libraries Australia – the national bibliographic database. Over 112,000 monograph and serial holdings have been recorded on the national bibliographic database this year. This improves the profile of Western Australian materials nationally and internationally as Libraries Australia enables the discovery of information resources relevant to Australia through a single search. In addition, the National Library has been working with Google to expose bibliographic records from Libraries Australia to various Google Services like Google Book and Google Scholar. This increases the 'findability' of our collections via search engines and provides a new pathway for users to find Western Australian resources.

Radio Frequency Identification

The Joint Advisory Committee endorsed a technical specification for the use of Radio Frequency Identification (RFID) in public libraries and the State Library, the first statewide Public/State Library RFID technical specification in Australia. RFID enables simultaneous management of multiple items via radio wave rather than individual management of each item via optical line-of-sight barcode. The technical specification provides for future network-wide interoperability between WA public libraries and the State Library.

Historical Records Rescue Consortium project (HRRC)

Exactly 53 films saved under the HRRC project were screened to 710 members of the public as part of the Library's Wednesday Matinee screenings. The 11 regional libraries received DVD copies of the films and microfilm copies of newspapers. The project has successfully provided a platform for the ongoing storage of digital images.

1.6 Identify and raise awareness of issues relevant to Western Australian library services and the profession and determine appropriate strategies for action

Graduate Program

As part of our leadership role for the library profession, the Graduate Program was developed as an opportunity for new librarian and library technician graduates to participate in a structured 12-month developmental program consisting of work placements plus training and development opportunities. The inaugural 2007 program resulted in the retention of a highly skilled Library Technician.

Four librarians filled the positions offered in 2008. The program has been expanded to include a greater variety of placements within the organisation and tailored to graduates' areas of interest and expertise. It is also a recruitment and retention strategy and forms part of the SLWA Ageing Workforce Plan 2008-2012.

Guest Speaker Program

This year we provided a number of professional development opportunities to all sectors of the profession and were fortunate to host a number of high quality guest speakers. Attendances at all sessions were very high.

Chris Batt, Chief Executive of The Museums, Libraries and Archives Council (MLA) in the UK, delivered lectures covering issues and opportunities within public libraries, archives and museums. He was supported by Adie Batt, Chief Librarian of the London Borough of Croyden, whose talk covered children's services within the UK. Both lectures were inspiring and raised a number of questions libraries must consider in order to continue offering relevant library services.

Paul Reynolds, an Auckland based commentator and thinker on the topics of information access and cultural/techno change, delivered two extremely thought-provoking lectures on libraries in the Web 2.0 environment. Both lectures, which challenged the library profession to embrace new technologies, were enthusiastically received by large audiences.

In partnership with CAVAL, a universities-owned consortium, we hosted Michael Stephens, Assistant Professor in the Graduate School of Library and Information Science at Dominican University in River Forest, Illinois. His blog, Tame the Web, is one of the most widely read of all library blogs. Michael spoke about technology, innovation, and libraries.

The State Library also welcomed Alex Byrne, from the University of Technology Sydney, who spoke of how his university network was encouraging staff to work with Library 2.0, and Roxanne Missingham, President of the Australian Library and Information Association.

We hosted a cross-sector forum, *Roadmap to Future Strategies: an analysis of the current library workforce in Western Australia*, involving librarians from the universities, public libraries and State Library.

1.7 Create links to relevant third party information sources

Online Resources

The State Library continues to provide statewide access to online resources like *Encyclopaedia Britannica Online* and *Health & Wellness Resource Center*. Access to these and other databases was made easier by a new user-friendly page on our website. Several new e-resources have also been added, including Naxos *Music Library, Small Engine Repair Reference Centre* (Ebsco), *Encyclopedia of Popular Music* (Oxford), *Art Sales Index, Oxford Reference Online Premium Collection, World Book Encyclopaedia Online* and *TumbleBook Library*.

Our *Doing Business in Western Australia* information gateway has been developed to provide links to agencies that give information on small business development, consumer finance and personal investment. This web page is in the top ten of our most frequently visited sites.

State Library Blog

A Family History resource has been created on the State Library Blog in which news items of interest to genealogists and details of Library activities are to be found. A Family History bookmark section has also been established on the Ma.gnolia social networking site http://ma.gnolia.com/. This lists recommended websites for family and social history under subject headings.

1.8 Seek consortia opportunities that benefit the information access environment

Electronic Resources Australia

The State Library continues to participate in consortia arrangements at a national level to ensure wide access to electronic resources for Western Australians. Our involvement in Electronic Resources Australia (ERA) – the national consortium initiative that enables greater bargaining power for all library sectors in the purchase of a range of electronic resources – continues as does our involvement in the National and State Libraries Australasia (NSLA) consortium. Through these arrangements the Western Australian community has access to over 20 electronic databases, offering thousands of journal articles and e-books including encyclopedias, some of which are available to Western Australian public library members from home.

PACT

A total of 155 entries have been selected from last year's Photographic Archive of Central TAFE (PACT) competition for inclusion in a digital archive of contemporary images relevant to the history of the State. These images have been processed and catalogue records created to make them available for viewing online through the State Library's catalogue. This archive creates an important contemporary image collection for use by future generations of Western Australians.

Living Histories

Living Histories is an initiative of *Have-A-Go* News and the Office for Seniors Interests and Volunteering, with the State Library invited as a supporting partner. This exciting new project seeks to build a picture of Western Australia through the eyes of the 60-plus generation by inviting them to write a short personal reflection on life in the 1950's. The inaugural program was very successful with almost 200 entries received. Selected stories were used in an exhibition at Fremantle Museum and all entries will be published as a collection. All of the original entries will be preserved in the J S Battye Library of West Australian History.

1.9 Meet our obligations under the Framework Agreement

The *Framework Agreement between State and Local Government for the Provision of Public Library Services in Western Australia* was signed in December 2004. The Agreement sets out a shared vision and provides a statement of principles and clearly defined roles and responsibilities to guide collaborative action until 30 June 2008. It establishes accountability measures and a process for joint decision making. The shared vision is one of Western Australia's public library service as a sustainable and responsive network of vibrant and connected well-resourced, free public libraries that are hubs of community life.

Standards

The *Framework Agreement* base stock provision minimum standard of 1.25 items per capita was exceeded with 1.33 items per capita. The replacement stock provision rate of 12.5% per annum was not met. It was 10.5%, however if electronic resources for public libraries were included, replacement rate rose slightly to 10.8%.

Structural Reform of Public Library Services

Following extensive consultation by Dr Veronica Lunn from the AEC Group, the report *Structural Reform of Public Library Services in Western Australia* was released in August 2007. Ten high-level strategic areas and *111* associated strategies were articulated. A Taskforce, with representatives from State Library and local government, was established to develop an implementation plan with a three to five year focus.

Evaluation of Joint-Use Libraries in Western Australia

The State Library initiated a review of joint-use school/ public library standards in partnership with the Department of Education and Training (DET) to assist with the establishment and on-going provision of joint-use library services. Dr Alan Bundy was engaged to audit joint-use libraries in Western Australia and research best practice in order to propose standards for WA.

Training Review

Training offered to our public library partners has been reviewed and revitalised, with more targeted training sessions added to better meet the needs of public library staff. A web conferencing tool, which can be used by library staff in their daily working environment to reduce barriers to learning, has been selected for implementation.

Web 2.0

Young people's services (YPS) librarians used a blog to share ideas, programmes, and activities. At present the blog membership is restricted to public library staff working in Western Australia. In told 87 library staff currently contribute content, with an average of 12 hits a day the YPS blog is proving to be an excellent resource for staff statewide.

Lost and Damaged Resources

Libraries are required to pay for any State-owned resources that are either lost or damaged while in their care, eg books stolen or with coffee spills, videotapes distorted after being left in the sun and DVDs badly scratched. The cumbersome system used to raise credits for resources which reappear was simplified and significantly streamlined.

Resources for Public Libraries

Following a 12-month trial new resources no longer need to be ordered in the three categories of non-fiction, fiction and junior. Public librarians may now order items according to their own demographics and community needs. Returning items, under the exchange program, will also be freed of category quotas.

These permanent changes take effect on 1 July 2008 and will have significant benefits, allowing public libraries to balance and fine tune their collections according to local conditions, rather than being forced to follow a "one size fits all" formula.

Stocktakes

At the Joint Advisory Committee (JAC) meeting held in July 2006, the following recommendations were agreed:

- that the JAC endorses stocktakes as a way of managing State assets;
- that all public libraries carry out a full physical stocktake of all public library stock within the next two years and thereafter the State Library and all public libraries carry out full physical stocktakes every five years with 'dusty book' reports or rolling stocktakes being carried out as required in the intervening years. To be reviewed after the first five years.

About 60 libraries have carried out their stocktakes and more are in progress.

New Resources for the State Library's Collections

Each year State Library staff and public librarians select new stock for purchase from the vast array of materials published in Australia and overseas. This year some 310,000 new resources were processed for public libraries including regular print books, large print books, audio cassettes, video cassettes, spoken word CDs, DVDs, MP3s and CD-ROMs. Almost 54,000 new titles, from books to DVDs, were catalogued for the collections including those in public libraries and heritage collections.

To encourage the desire of Western Australians to seek information we will:

2.1 Develop exhibitions and events which stimulate interest in our resources

National Treasures from Australia's Great Libraries exhibition

This exhibition, in Perth from 30 June to 27 August 2007 for the final stop on its two-year long tour of Australia's capital cities, featured 170 items from the collections of the National Library of Australia and all State Libraries, including eight items from the State Library of Western Australia. The Exhibition contained iconic items such as James Cook's handwritten Endeavour journal, Don Bradman's favourite cricket bat, Eddie Mabo's papers and Ned Kelly's helmet and attracted 69,472 visitors, the second-highest in the country. It positioned the State Library as a significant cultural institution, showing the community that libraries collect, preserve and provide access to the nation's treasures. 5,040 students participated in 98 supervised education programs and tours. 23 volunteers contributed 1,023 hours of formal guided tours.

Our Prized Possessions

To complement the *National Treasures* exhibition, Our *Prized Possessions* was an exhibition in the Centre for the Book which highlighted some 70 treasures from the State Library. Various thematic displays were set up on each floor to further showcase the collections. Staff provided many tours and talks and developed a school program with almost 6,000 students participating. Conservation staff prepared more items than were displayed at any one time so that sensitive items could be changed over to prevent damage. Some of the most interesting and rarely-seen items were the Nuremberg Chronicles (early printed books 15th century), Georgiana Molloy diaries, convict posters, silk newspapers (Camp Chronicle, special 1st edition 1915) and a DH Lawrence letter to Mollie Skinner.

Other Exhibitions

The *WA Press Photographer of the Year Awards* continue to be very popular with visitors. The new *Photographic Archives of Central TAFE* (PACT) competition and exhibition also drew in crowds and provided contemporary images for the State Library collection.

The Library hosted two art-related exhibitions *As We Are* and the *Perth Society of Artists Annual Exhibition*.

The Fellowship of Australian Writers (WA) Branch held an exhibition at the Library to commemorate their 70th anniversary. An anniversary anthology, *Lines in the Sand*, was launched during the exhibition.

Music Concerts

From Parchment to Performance was a concert based on the musical treasures displayed in *Our Prized Possessions*. This gave valuable insight into baroque music and its performance practice and included the Violin Sonatas op. 5 by Arcangelo Corelli (1653-1713). The Library owns a copy of a 1711 English edition of this work, as well as a violin treatise by Corelli's pupil, Francesco Geminiani (1687-1762) published in 1751. People were thrilled to hear the performers speak about the publishing and playing of the works and then view the items on display.

Seniors were treated to a concert during Senior's week entitled *Crotchety and Quavery*. They enjoyed a sing-along and a short presentation on the Library's song collections.

Education Programs

Various aspects of the music collections formed a focus for 150 music students from 9-13 years of age when they toured the Library then spent an hour with the drumming group Rhythm Fix learning rhythms and making their own music.

FotoFreo 2008

We participated in this photographic festival by mounting a display and conducting special tours of the preservation area. These provided an insight into the work of the *Historical Records Rescue Consortium* in regard to our unique pictorial collections and also the development of our digital photographic archive. Rarely exhibited originals from the 1800s – daguerreotypes, ambrotypes and others – including some of the world's first dry plate glass negatives, were also on display.

Public Programs

We continued to participate in the *City of Perth Winter Arts Festival* with the main emphasis being *Our Prized Possessions* exhibition. Free lunchtime concerts, performed by students of the Western Australian Academy of Performing Arts (WAAPA), attracted audiences from as far afield as Esperance.

Outreach

The recently-acquired Bussell and Molloy diaries were taken to Busselton for a celebration of their purchase. A large crowd appreciated the chance to view these original records and other Bussell items already held by the State Library.

Family History Fair

The State Library hosted a Family History Fair in August in partnership with the Western Australian Genealogical Society Inc. (WAGS). About 1,800 attendees looked at 32 stalls manned by 20 organisations. It was the first time the event had been spread over the entire Library and response was overwhelmingly positive with an approval rating of 80% to 92%.

2.2 Build the profile of the State Library in the hearts and minds of Western Australians

PIAF Writers Festival Family Fun Day

Following the success of the *One Book* program from 2005 to 2007, the *Perth International Arts Festival* (PIAF) invited the Library to participate in their *Writers Festival Family Fun Day* held in tent city in the grounds of the University of Western Australia. Over 400 families who visited the Library's tent received *Better Beginnings* kits, early literacy information and participated in story sessions and activities.

Early literacy was also featured in the PIAF Writer's Festival program where a panel comprising author Kate Forsyth, academic Dr Caroline Barratt-Pugh, and chaired by Margaret Allen, State Librarian and CEO, spoke about the important role parents play as a child's first teacher and the challenges and joys of "*Growing a Reader from Birth*".

UNIMA 2008/Mr Squiggle & Friends Exhibition

The Library and Spare Parts Theatre partnered in presenting the *Mr Squiggle & Friends* exhibition during UNIMA 2008 20th Congress & World Puppetry Festival held in April 2008. Families were taken on a journey down memory lane with Mr Squiggle – Australia's longest running children's television show. This extremely popular exhibition ran through the April school holidays with nearly 200 children attending activities over the two weeks. It drew visiting families into the upper levels of the Library with films and displays featuring items from the collections on the theme of puppets and puppetry.

Marketing and Media Relations

The media campaign for the Perth tour of the *National Treasures from Australia's Great Libraries* exhibition proved highly successful with stories about the exhibition appearing in all forms of media throughout the eight-week exhibition. A total of 39 print items appeared in local and statewide media, three television stories were broadcast and more than 27 radio interviews and mentions were aired. Numerous articles were run in newsletters and other publications and the exhibition was also listed and mentioned on many websites.

Promotion

The State Library obtained a six-page spread on *National Treasures from Australia's Great Libraries* in the Winter edition of SCOOP Magazine, The West Australian newspaper published four stories, and several interviews took place on ABC 720 Perth. The ABC coverage was extraordinarily comprehensive with interviews broadcast on the breakfast, morning and afternoon programs in Perth and statewide.

HRCC Tours and Presentations

As part of the *Historical Records Rescue Consortium* (HRRC) project, behind-the-scenes tours were held to look at work involved in digitising and microfilming. Participants included Tourism WA, a delegation of public servants from the Thai Library, Archives and Museum, seniors as part of Seniors Week, school, university and TAFE students.

The Hon Carol Martin MLA presented a DVD of the film *North West Diary* (1948) to the Jarlmadangah Burru Community at their 20th anniversary celebrations. 519 DVDs of saved motion picture films and 833 reels of microfilm newspapers were presented to the eleven regional libraries.

Discard Sales

Regional discard book sales were conducted in Northam, Carnarvon, Kalgoorlie-Boulder, Port Hedland, Broome and Busselton in partnership with the local public library. These events provide an opportunity for regional Western Australians to purchase discarded library stock at affordable prices and are well attended. Pre-loved public library books were also sold in the State Library Shop.

In addition, donations were made to local charities and children's groups. The State Library also donated discarded library materials to local retirement villages and other volunteer community learning centres as well as the *Muntu Community Initiative Group* in Kenya.

James Sykes Battye Memorial Fellowship

Dr Sue Graham-Taylor, the first recipient of the State Library's *James Sykes Battye Memorial Fellowship*, is studying the history and environment of the Swan River, focusing on Perth Water, the area of the river approximately from Kings Park to the Causeway.

The Fellowship was established in December 2006 to commemorate the 50th Anniversary of the Battye Library and is funded up to the value of $20,000 through the *Leah Jane Cohen Library Bequest*. Leah Jane Cohen was a keen supporter of the Library and her enduring generosity will enable others to use the Battye collections to further their understanding of Western Australia.

Volunteers

Volunteers from the Western Australian community continue to make a significant contribution to the State Library across a number of areas. As part of the *National Treasures* and *Our Prized Possessions* exhibitions, the Library recruited and trained 23 volunteers to provide tours to school groups, visitors and community groups. They contributed to the overall enjoyment of the exhibitions for many people by interpreting and telling stories about the items in the exhibition.

Other volunteers, many associated with the *Friends of Battye*, continue to assist in preserving and making collections more available. Their work includes storing rare or fragile collections in appropriate conservation housings or listing and describing original archives so that the contents of large collections are more accessible.

To show appreciation to these volunteers, as well as those from the Western Australian Genealogical Society, the Library hosted a lunch in December 2007.

2.3 Create services that meet identified needs including both general information requests and support for specialist research activities

Specialist Reference Service

Ask A Specialist, a new specialist reference service, was introduced in February 2008 to assist clients in accessing information for complex or in-depth enquiries in the Library's six areas of collection strength – Westraliana (Battye), Business, Children, Family History, Indigenous and Music. Clients can access this service by coming into the Library, via letter, email or telephone or through an on-line enquiry form on the website.

A research consultation service has been established to provide a one-on-one customised session where a subject specialist works with the client to offer a search strategy for their enquiry. This new service provides information on how to use the State Library's resources and services and is designed to better enable our clients to understand the resources available. It has been received with great enthusiasm by researchers within Western Australia, throughout Australia and overseas.

Public Orders

Client demand for the reproduction of images has increased as more is digitised and made available through our website. Staff created 1131 digital images, an increase of 8% over the previous year. Demand for photographic prints dropped by 37% to 263 from the previous year.

2.4 Partner with other state and local agencies to enhance their capability to meet community needs

Services to Public Libraries

Consultancy, advisory and training services were provided to public libraries through Public Library Liaison staff. These included training 948 public library staff in areas including early literacy, *Better Beginnings*, VDX/document delivery and country library officer training. A program of visits to regional and remote libraries saw staff visiting 30 libraries and presenting face-to-face training at regional meetings.

The Collection Development team and public library staff oversaw the selection of new stock for the State's 233 public libraries. New profiles were developed for suppliers of public library stock to ensure that resources best meet the needs of public library clients.

Opening of Bidyadanga Community Library

In partnership with the Community Council and the Shire of Broome the Bidyadanga Community Library, 200km south of Broome, officially opened in September 2007. Until then many families had never been to a public library or had access to books to read at home. The library has provided this community with a place where children and adults are encouraged to engage with print and electronic resources.

2.5 Create a friendly and welcoming environment in the Alexander Library Building for all members of the community

The State Library of Western Australia provides information and reference services to meet client needs. While most of these services are provided to the people of Western Australia when they visit the Library or phone us for assistance, services are also provided more widely to those who contact us by letter, or electronically through email or from our website. Staff provide information services by accessing resources held in the Alexander Library Building, and from national and international libraries and databases.

Improvements in public areas

Multifunction devices that provide copying and scanning facilities replaced ageing photocopiers as clients adjusted to a new digital microform reader/printer/scanner and to new ways of accessing information. New computers were installed on the ground floor providing better access to Internet services and computers for short-term access were installed to allow more clients to access the Internet.

Flexibility and the ability to deal with pressure points as they arise are important principles of good client service. The roving librarian service allows us to deploy staff to best meet client demand on any of the four service floors, as well as assisting those clients who may not feel comfortable approaching a staff member at a desk. Rostering a senior staff member on duty for all hours the Library is open ensures staff can be deployed efficiently and it provides a focal point for clients if they have a problem.

Retrieval of Resources

Retrieval of resources from stack areas was extended during the year to cover weekends and evenings, a significant improvement on the previous 9am – 5pm weekday retrievals. In additional, evening and weekend retrievals from the archive collections, a first for the State Library, were also introduced to help meet client needs.

Disability Plan

The Library's Disability Access and Inclusion Plan was finalised and made available following extensive consultation. The State Library has a strong commitment to ensuring that all Western Australians have access to library and information services and this plan provides a blueprint for improving services for people with disabilities in the future.

2.6 Make easier remote access to resources and services

The State Library relies heavily on networked computer systems to deliver and support its services. In 2007-08 the Library's website delivered information to over two million clients.

AskNow

Western Australian support for the *AskNow* online reference service increased with nearly 30 operators and one public library partner covering 19 one-hour shifts per week. *AskNow* is a collaboration of national, state, territory and partner public libraries of Australia and the National Library of New Zealand offering real-time, online chat reference services across six time zones. The principle of equitable access across economic, cultural and geographical divisions underpins this service.

Picture Australia

8,490 of more than 50,000 of the Library's online photographic images were uploaded to *Picture Australia* making a total of 29,560 images now available on this site administered by the National Library. Pictures of Australia's past and present including photographs, objects, maps and works of art are available for discovery here.

We also contributed 20 images to the *Re-Picture Australia* project, where photos may be 'mashed up' and reloaded with new meaning into *Picture Australia* via a group on *Flickr*, an online sharing photographic community.

Several images from the Reg Durack Collection, which were preserved under the HRRC project, were selected by *Picture Australia*. These images will appear in a promotional DVD featuring an interview with film and theatre designer, Catherine Martin, discussing her research of *Picture Australia* for her next film epic *Australia*. Amongst other uses, the DVD will be uploaded to YouTube.

PANDORA

We continue contributing to the National Library's *PANDORA* (Preserving and Accessing Networked Documentary Resources of Australia) site, with 426 titles archived this year. Highlights this year included the archiving of a collection of websites related to the 2007 Federal Election campaign, the environment and news items related to the Prime Minister's official apology to Indigenous Australians. Once archived to PANDORA international access to Westraliana publications and websites is via Libraries Australia and Google, increasing and raising the profile of the State Library.

Historical Records Rescue Consortium (HRRC)

Over 21,000 photographic images were digitised this year. Of the images scanned some 7,000 were catalogued, linked and made available on the State Library's online catalogue.

Electronic journals

Clients in the Alexander Library Building enjoyed access to six new databases: Book Review Index Online, Oxford Reference Centre, Worldbook Online, Naxos, Small Engine Repair Reference Centre and the Encyclopedia of Popular Music. The addition of 40 new journals brought the total number of electronic journals (e-journals) to 125.

Promotion

The State Library produced a colourful brochure entitled *E-Books for E-Kids*. The brochure, funded by the Better Beginnings program, is a welcome addition to other promotional material supplied to public libraries throughout the year. The brochure has been well received as reminders of how to login to the statewide databases and of the resources that are accessible from the home computer.

To assist country libraries to link, via their library websites, to e-resources and thereby increase clients' awareness and usage, information packages containing CDs with customised links, text, web graphics and promotional material were compiled and distributed to libraries in the following regions:

- Geraldton   (28 libraries)
- South West   (26 libraries)
- Gascoyne   (4 libraries)
- Goldfields   (13 libraries)
- Merredin   (12 libraries)
- Northam   (21 libraries)
- Indian Ocean Territories   (3 libraries)
- Upper Great Southern   (19 libraries)
- Great Southern   (17 libraries)

Barcodes

The State Library provided barcodes to small public libraries which do not have standard membership cards to allow those library members to access valuable online resources like *Encyclopaedia Britannica Online* and *Health & Wellness Resource Center*.

Public Sector Management Program

79 participants in the Public Sector Management study program registered for remote access to a selection of the State Library's e-resources, a total of 189 since 2006. Use of e-resources has been encouraging with remote access to ProQuest's *ABI/Global* exceeding onsite use.

2.7 Make our resources visible through selected digitisation of iconic items

Digitisation of the Bussell / Molloy Diaries

All eleven diaries have been digitised and are on the State Library's website. This was the State Library's first digitisation project whereby whole volumes were copied.

2.8 Make easier the entire process for requesting and receiving information resources

Online Requests

Electronic paging slips allow clients to click on a 'Request' button on the WebOPAC to request material from the Library's storage areas instead of filling out manual request forms. Clients can request material from home prior to coming into the Library, enabling staff to focus on actual requests rather than making regular patrols of service points in case a request is lodged.

Document Delivery

Several strategies have improved the document delivery partnership between the State Library and public libraries. The implementation phase of Virtual Document Exchange (VDX) for the document delivery service was completed. The VDX procedure manual was updated and a copy sent to each public library, with updates provided to libraries through the Public Libraries Online extranet.

VDX training programs for public libraries were extended to include both beginners and advanced training, and were conducted in both metro and regional centres. Help desk support has been enhanced with the development of *At a Glance* guides and quick tips to reinforce correct procedures.

Visible Loans Policy

The visible loans policy has improved access to a wider range of resources and opened up the lending of videos and DVDs to public libraries from the film and video collections. These measures increased the number of satisfied requests by 8%, and decreased the number of non-supplied requests by 10%. Improved technology ensures the email delivery of electronic documents within 24 hours.

KEY OUTCOME 3

To collect and preserve a significant set of Western Australian material we will:

3.1 Identify and fill significant gaps in our collections

Newspapers

As part of the National Library's *ANPlan* (Australian Newspaper Plan), the State Library embarked on a search to find missing pages from our Western Australian newspaper collection. Individual missing pages may hold important information for researchers. Checking hardcopy and microfilm of regional newspapers such as *The Albany Advertiser* (1897-2001) and *Eastern Districts Chronicle* (1877 – 1927) and two major newspapers *The West Australian* and *The Western Mail* (1885-1988) has commenced.

3.2 Identify and secure future Western Australian heritage material

Significant Collection Acquisitions

Noteworthy collections acquired either by purchase or donation include:

Oral Histories

- *Jewish Seniors Oral Histories Project* – interviews conducted with Jewish migrants arriving in WA before 1939
- *BP Refinery* – interviews with long term Refinery staff
- *Metropolitan Cemeteries Board* – interviews with ex-employees
- *Shire of Merredin* – Indigenous stories project
- *WA School of Nursing* – interviews with staff of WASON
- *Gwalia Project* – Family and Working Life in the North Eastern Goldfields – a Social History of Gwalia and Leonora WA 1890 to 1990

Pictorial Collection

- Jigalong Mission - photographs taken when donor's family lived at the Mission
- Hans Bertram photographs - photographs of Hans Bertram and his last flight
- Darren Clark images - images of life on the streets of Perth

Private Archives

- Bussell diaries - significant original works by early European settlers in the Swan River Colony on the west coast of Australia, John Garrett Bussell, Joseph Vernon Bussell, Alfred Pickmore Bussell and Charles Bussell as well as John and Georgiana Molloy
- O'Meehan family - family records covering 100 years of farming in the South West
- Tiller, Rev J - collection of negatives and prints by Frank Slee, professional photographer
- Adelaide Timber Company - records of the company operating in the South West of WA
- Max Kott papers - papers of Perth lawyer, founder of Kott & Lalor, later to become Kott Gunning & Co

ScreenWest

Under an updated agreement with *ScreenWest* regarding the film archive collection, a broadcast quality tape and at least one access copy of all film productions that received *ScreenWest* funding will be deposited with the State Library. The public will be able to view VHS or DVD copies of the films in the Library.

PANDORA

PANDORA is the National Library's national digital archive dedicated to preservation and long term access of Australian online electronic resources such as websites. The State Library contributes to this project and this year captured a range of sites including:

- **Bon Scott: rock and roll legend**
  http://nla.gov.au/nla.arc-82943
- **FuelWatch**
  http://nla.gov.au/nla.arc-84936
- **Burma Thailand Railway Memorial Association**
  http://nla.gov.au/nla.arc-84044
- **Reconciliation Action Plan 2008 – 2010**
  http://nla.gov.au/nla.arc-83043
- **2008 National Indigenous Storytellers Forum**
  http://nla.gov.au/nla.arc-86004

Other collecting areas included festivals and events in Western Australia.

3.3 Safeguard the collections by storing and maintaining them in appropriate conditions

Significant Collections – Disaster Management

The Collections Classification System Project has identified and graded collections that are considered to have international, national and state significance. This feeds into the *Salvage Management Project* where teams have been set up and trained in the disaster management of collections.

Archival Collections

Re-housing private archive documents, following years of growth, resulted in improved storage conditions and vacant shelving freed up for new collections. Private archives and pictorial collections awaiting processing have been better quantified making them easier to prioritise.

Collection Measurement and Storage

Standards and methodologies used in recording and measuring growth in the Library's collections are being reviewed. An agreed standard for ongoing data collection will identify storage needs in both the short term and the long term. Whilst some de-selection is carried out in the collections there are large collections, especially of heritage materials, that we will keep in perpetuity.

Digital Storage and Preservation

The digital storage system continued to provide storage for at-risk heritage photographic and motion picture films. Additional unique heritage material has also been added to the preservation server.

Cooperative Microfilming Project

The National Library has funded the microfilming of **11** fragile at-risk newspapers for preservation and access:

1. *The Daily Telegraph* (1918-1947),
2. *Dampier Herald* (1928-1958),
3. *Western Argus* (1918-1938),
4. *Pingelly Leader* (1906-1926),
5. *Ballidu-Wongan Budget* (1927-1954),
6. *Goomalling-Dowerin Mail* (1911-1922),
7. *Toodyay Herald* (1912-1954),
8. *Mullewa Magnet* (1927-1931),
9. *The Moora Herald* (1914- 1930),
10. *Northern Grazier and Miner* (1929-1944) and
11. *The Wiluna Chronicle/Wiluna Miner* 1924-1947, altogether 760 reels of microfilm.

HRRC - Newspapers

Microfilming of the following newspapers as part of the *Historical Records Rescue Consortium* (HRRC) project yielded a total of 833,803 newspaper pages or 1,229 reels of microfilm:

- *The West Australian*
  (January 1912 – December 1954)
- *Western Mail*
  (January 1907 – January 1926)
- *Coolgardie Miner*
  (March 1913 - December 1917)
- *Kalgoorlie Miner*
  (January 1906 – December 1950)
- *Northern Times*
  (August 1905 - June 1952)
- *Pilbara Goldfields News*
  (January 1898 – December 1900, January 1902 – March 1923)
- *Eastern Districts Chronicle*
  (January 1906 – January 1927)
- *South Western News*
  (April 1905 – December 1949)
- *Geraldton Guardian*
  (October 1906 – December 1950)
- *Daily News*
  (July 1882 – December 1950)
- *Southern Times*
  (April 1894 – July 1903)
- *Albany Advertiser*
  (January 1902 – February 1950)

Conservation

State Library staff continued to undertake conservation treatments, repairs and preventive conservation, dealing with single items to whole collections. The materials cared for included books, documents, maps, prints, manuscripts, drawings and photographic materials involving mass treatments, protective enclosures, environmental conditions monitoring and user education. Conservation staff also presented two care and handling workshops to their colleagues within the State Library.

Reformatting

We continued to provide in-house microfilms of materials from the heritage collections, State Government agencies and local government. During the year, 34 microfilm programs were undertaken producing 106 microfilm reels for preservation and access, including 1,376 microfiche and 62 master CDs. Microfilming of non-government archives included the Foy collection and the Thomas Montague Scott journal.

The three newspapers filmed, the *Geraldton Guardian* (2001-2004), *The Post* (1985-1988) and *The Sunday Times* (1961-1963), produced 156 reels of microfilm.

Two digitisation positions were created to allow digitisation of the State Library's collections to continue after the completion of the HRRC project. One of the first projects was the digitisation of 792 images of the Bussell diaries.

Testing of Films

The Library continued to monitor its acetate film collections. Surveys were conducted on major acetate collections of film and video, *Australian Joint Copying Project* (AJCP) microfilm, and the State Library's and State Records Office's preservation film collections.

Conservation for the State Records Office

The State Library continues to support, from within its resources, conservation services for the State Records Office. Conservation treatments and filming of Aboriginal Department files is an ongoing program which aims to preserve, yet provide, access to these significant records. They are often used to assist in family history, academic and native title research. Conservation and filming of Western Australian Government Railways plans is ongoing. These are highly sought after by heritage researchers and train modelling enthusiasts.

3.4 Collect and preserve both physical and new media formats as appropriate

Archival Acquisitions

Prominent among the archive collection acquisitions for the year are the following:

> **Bunbury, Henry William** (1812-1875) - letters 1834-1837 and journal "Western Australia 1837: from the Murray River to the Vasse". Bunbury was a soldier and explorer, arriving in Western Australia in March 1836. He discovered the Bunbury district and left the state in November 1837. (Acc 6895A)
>
> **Foy, Walter William** (1919-1945) - letters, poetry and narratives from his time working on Pilbara stations, and letters and photographs from his time in the RAAF 1943-1945. (Acc 7011A)
>
> Two collections were purchased from photographer Darren Clark: **Terri Charlesworth Ballet Academy** visual diary 2007 - an album of photographs, cuttings and other information covering a year in the operations of the centre - (ACC 7013A) and **Street images** from around inner city Perth, 2007-08.
>
> **Ethnic Communities Council of Western Australia** archives. (ACC 7033A)
>
> Images of **Jigalong Mission** in the Pilbara - a slide collection dating from 1967-69. (BA1851)

Bussell / Molloy Diaries

The diaries were acquired with funding from the State Library, the Australian Government through the National Cultural Heritage Account, the descendents of Frederick Aloysius Weld Bussell and the Shire of Busselton. The diaries were conserved and housed in specially made storage folders and boxes and have also been digitised for access through the State Library's website.

3.5 Manage the supply of resources effectively and efficiently

Acquisitions Process Review

A major review was undertaken of all acquisitions processes from selection through to cataloguing and processing of resources. Whilst many of the processes did not require changes, there were some areas which did, eg, electronic claiming of serials was introduced. In addition investigations were carried out into the introduction of electronic invoicing and into processes around the purchase of materials in languages other than English.

MARC with ...

Running in parallel with the above review was an extensive, and successful, trial into a few vendors undertaking all processing and cataloguing of adult and junior fiction books, DVDs and spoken word CDs for public libraries. The supply of *machine readable catalogue records* (MARC) led to the projects being called 'MARC with ...'. 9,402 titles were catalogued by vendors and 78,660 volumes fully processed resulting in a more timely supply of resources to public libraries and the people of Western Australia.

Exchange of Resources

To keep public library collections up to date, materials are regularly exchanged between libraries and the State Library. During the year some 400,000 items were sent out to public libraries and a similar number returned.

Supplier Assisted Services

After a six-month trial, the steering committee agreed to suppliers cataloguing and processing public library resources. Libraries will continue to trial suppliers' selecting resources.

Tender for Supply of Library Materials

A new library materials tender, reflecting proposed changes under the structural reform of public library services and recommendations from the Supplier Assisted Services trial, was developed and released to the marketplace. Submissions closed in June 2008.

Contract Cataloguing

To improve timely access to the Library's music collection 1,500 music scores were sent to external cataloguing agencies to provide records for the Library's catalogue and the national bibliographic database. Library materials in languages other than English were also catalogued by expert cataloguing agencies.

Cataloguing of heritage materials

A focus on cataloguing heritage items enabled all priority material (2,400 titles) to be cleared. Total heritage cataloguing for the year exceeded the 2006/07 figures by 48% (1,357 titles).

Significant Issues and Trends

Digitisation

Along with libraries and other cultural institutions throughout the world, the State Library is embarking on digitisation projects to enable us to manage and provide improved access to our resources, particularly our unique heritage material. Digitisation provides opportunities to expose these resources to a wider audience, makes them easier to use and preserves rare and fragile items. Establishing and implementing standards is seen as essential for our work in this area. The rapid increase in the digital information available makes it essential to create a framework of standards that will guide the management of digital objects, both reformatted and born digital, to increase the quality and quantity of digital content. Designing and implementing procedures for selecting, creating, acquiring, describing and delivering access to digital resources will be an increasing focus for the State Library in the years to come.

Outreach and Partnerships

Traditionally, libraries have well served clients who walk through their doors and have tended to assume that clients would continue to come to them. Over recent years libraries are increasingly learning that they must look at outreach and other ways to be more relevant to their communities. The State Library is increasingly looking to provide both real and virtual experiences of the physical environment itself as well as of our resources.

Services to Indigenous People

Indigenous communities have limited access to the resources and services the State Library provides. We recognise that to improve connection with indigenous communities, flexible and appropriate service delivery models need to be developed, implemented and evaluated. While we presently have agreements with the Balgo Hills and Warburton communities to provide stock, the provision of additional relevant services and support is lacking.

State Library staff are currently working on a project to pilot two *Indigenous Knowledge Centres* (IKC). The key outcomes from the project include selecting an appropriate electronic database and the opening of two IKCs in Western Australia.

Telecommunications

The State Library was involved in the testing phase of the *Kimberley Broadband Solutions Project* which aimed to provide self-sustainable, affordable and accessible high-speed broadband to more than 16 towns and Aboriginal communities, and three national parks. The project, launched in October 2007, will ensure that remote communities receive better access to distant education opportunities, online banking and e-business facilities.

The State Library not only contributes at the strategic level, it also develops relevant content for all library members to access and provides learning opportunities for State and public library staff. *Tumblebooks* and the interlibrary lending software use broadband to deliver content to clients. *Tumblebooks*, accessible from the State Library website, engages young learners and their carers in the digital economy using online books and games.

The interlibrary lending software implemented in 2006 has the capability to allow clients to request documents from throughout Australia. Documents are scanned and then able to be delivered to home emails. The success of this service is dependent on fast, reliable broadband.

Financial Statement – Income Statement

The reported deficit for 2007-2008 of $1.77million is primarily as a result of a shortfall in funding for depreciation expense ($1.317million). This was as a result of a miscalculation in depreciation forward estimates from a prior year. Additional funding was sought but not approved by Treasury during the year to cover this shortfall. The expensing of purchases made from capital funding (eg, on-line serials) also contributes to this deficit as capital funding is not recognised as income on the income statement.

Risk Management

Initial work on the *Risk Register and Business Continuity Plan* (BCP) indicated several areas that will be a challenge to the State Library into the future. These areas include layers of interrelationships and accountabilities which are being addressed by the Library Board of Western Australia.

Complexities of the ageing workforce, the recruitment and retention of suitably qualified staff, the need to continually keep abreast of information technology, funding constraints, in particular for building infrastructure and maintenance, are increasingly impacting on the Library's ability to protect and manage collections while delivering a quality service to meet growing community expectations.

Risk Management has continued to develop with Corporate Services coordinating a successful, cross-Agency project that can be used as a platform for greater cooperation in the future for areas other than Risk and Business Continuity Management.

Ageing Workforce

At a recent State Library forum, *Roadmap to Future Strategies: an analysis of the current library workforce in Western Australia*, Associate Professor Gillian Hallam discussed key findings from the neXus research project. The Library is developing an Ageing Workforce Plan 2008 – 2012 to position itself for the future.

Corporate Governance

Members of The Library Board of Western Australia

Chairman
Councillor Janet Davidson

Janet Davidson is a business woman, consultant and Executive Officer to The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (WA). She is a Councillor for the City of Perth, holds a Master's Degree in Management from the University of Western Australia and is a Graduate of the Australian Institute of Company Directors (GAICD). Janet is also a Justice of the Peace and a qualified teacher.

Janet is Vice President (National and WA's President) to ALGWA (Australian Local Government Women's Association), National Vice President to National Council of Women of Australia (NCWA) and Executive member of the National Council of Women of Western Australia (NCWWA). She was appointed an Ambassador for the Year of the Outback and is on the WA Steering Group for Women on Boards. She is a member of the Perth Theatre Trust and the Australia Day Council.

Vice Chairman
Mr Michael Murray

Mike Murray is an international management consultant specialising in strategic planning and performance improvement. After two decades of helping a wide range of complex organisations both locally and overseas he now consults to selected clients on a part-time basis.

An avid reader and a member of a number of local libraries Mike's interests embrace genealogy, history, politics, the sciences, music, writing and film-making. Mike has accounting qualifications, was a Fellow Certified Practising Accountant and is a Fellow of the Australian Institute of Management.

Dr Matthew Allen

Matthew Allen is Associate Professor Studies and Head of Department, Internet Studies, at Curtin University of Technology. With a background in cultural studies and history, in 1999 Dr Allen established the Internet Studies program at Curtin, providing innovative education and research programs in this leading-edge field of study. Currently Matthew is engaged in doctoral supervision and research in the broad field of Internet Studies, with particular interests in the relationship between fast Internet access and people's sense of 'connectedness' to the world.

Matthew gained the degree of Doctor of Philosophy from the ANU in 1991 and also has a Master of Arts, Literature and Communication (Murdoch University), and a Bachelor of Arts, First Class honours in History (University of Sydney). In 2000 he received an Australian Award for University Teaching. He has also served as Associate Dean Teaching and Learning for the Division of Humanities (2003-2005) and as President of the International Association of Internet Researchers (2005-2007). In 2008 he was awarded an Australian Learning and Teaching Council Associate Fellowship for 2009.

Ms Kris Bizzaca

Kris Bizzaca is a professional historian and has worked as a consultant in Western Australia's heritage industry since 1998. She has a Bachelor of Arts double-majoring in History and English and Comparative Literature, an Honours degree in History, and a Master of Arts degree in Public History.

Kris takes an active role in Western Australia's history and heritage community and this is reflected in the positions she has held on various non-profit organisations including President of the Professional Historians Association (WA) (2003 – 2007). She continues to serve on the Management Committee of this professional body and also has associations with the Oral History Association of Australia (WA Branch) and the National Trust of Australia (WA).

Kris was a committee member of the *Historical Records Rescue Consortium* which, with the assistance of a $3 million grant from Lotterywest, recently completed a significant project to preserve and make accessible at-risk archival material held at the J S Battye Library of West Australian History.

Mayor Milton Evans

Milton Evans has been a Councillor for the City of Albany for 10 years, holds qualifications in small business management and has undertaken law studies in conjunction with Justice of the Peace functions. He is now retired after a long and successful career at Western Power. Milton represents Western Australian Local Government Association as Deputy Commissioner on the Local Government Grants Commission, is patron of the City of Albany Band, vice Chairman of the Albany Community Hospice, Member of Albany UWA Friends executive and is Chairman of the Albany (WA) Community Financial Services Limited.

Ms Imogen Garner

Imogen Garner is the University Librarian at Curtin University of Technology and is a member of the Council of Australian University Librarians (CAUL) Executive. She has also worked at The University of Western Australia Library, and for the Department of Education and Training as the Coordinator of the Curriculum Materials Information Service, and as a library advisor and in secondary schools as a teacher and teacher-librarian.

Imogen has held various positions in the Australian Library and Information Association (ALIA), including President in 2004-2005, Chair of the Board of Education and Member of General Council representing Western Australia. She was made a Fellow of the Association for her record of exceptional achievement and leadership in the field of library and information science in 2006. Her qualifications include a Masters in Education, a Bachelor of Arts and a Graduate Diploma in Management. She is an Associate Member of the Australian Library and Information Association.

Councillor Deborah Hamblin

Deb Hamblin manages the Rockingham Regional Campus Community Library. She has worked for Murdoch University, one of the joint-use library partners, since 1978 in a variety of roles. These have included positions outside libraries such as Manager Regional Development and Director Workplace Learning.

Deb is passionate about joint-use libraries and assists other Australian libraries investigate the opportunities that joint-use can offer. She has been a member of a variety of management boards including Kwinana Industries Education Partnership, Kolbe Catholic College, SCALES Legal Service, Peel Education and TAFE Campus and Murdoch University's Academic Council. Deb is currently a local government Councillor with the City of Rockingham Council. She is also an Associate member of the Australian Library and Information Association.

Ms Juanita Healy

Juanita Healy is the Manager of Syllabus Development and Resources Directorate at the Department of Education and Training (WA). In this role Juanita leads and manages the development of syllabus and resources for Kindergarten to Year 10, the Curriculum Materials Information Service, Sustainable Schools Initiative, Access Asia and Values Education.

Juanita is an experienced teacher and has taught in rural and metropolitan schools and was a foundation staff member at Sevenoaks Senior College. She has a strong interest in the integration of ICT in learning and teaching. Juanita holds a Master of Education in Policy and Administration and a Bachelor of Education.

Ms Sandra Jamieson

Sandra Jamieson is a social scientist who has spent many years working in the marketing and community relations professions. Sandra is currently Community Relations Manager with Olympia Resources, a Western Australian company operating in the resource sector. Sandra spent over 10 years as Marketing Manager of The West Australian, WA's biggest selling daily newspaper. This was followed by several years at Woodside, managing the company's extensive sponsorship and donations program. Sandra has long felt passionate about the role of the State Library, particularly its role in supporting communities in our rural areas.

Ms Allanah Lucas

Allanah Lucas is the Director General of the Department of Culture and the Arts. She has over 25 years experience as a professional arts administrator, a performing arts producer, presenter and practitioner, researcher, consultant, and tutor. In the past eight years Allanah has worked within the Culture and Arts Portfolio, firstly as the Director of ArtsWA, as the Acting Director of the WA Museum in 2004 and then as Executive Director, Development and Strategy.

Councillor Giuseppe (Joe) Marino

Joe Marino is an accountant and is currently the Manager, Accounts Receivable and Revenue at the Shared Service Centre within the Department of Treasury and Finance. He has a close association with the State Library having established and worked as Manager of the Arts Portfolio Bureau Services from 1996-97. Joe has been a Councillor for the City of Swan from 1997-99, and from 2001 to the present.

Dr Margaret Nowak

Margaret Nowak is an academic economist with interests in labour market economics and corporate governance. She was the founding Director of The Graduate School of Business, Curtin University of Technology, a position she held from 1993 to 2004. Margaret is currently a principal researcher in the Governance and Corporate Social Responsibility Research Unit at the Graduate School. Margaret has served on several Government and community boards and committees including Princess Margaret Hospital Board in the 1980s. She was a Commissioner, Lotteries Commission of WA, from 1989-94 and Chair of the Gordon Reid Foundation for Youth, 1990-94. From 1991 - 1997 Professor Nowak was Chair of the Management Committee at the Fremantle Arts Centre. Aside from the Library Board, Margaret is currently Chair of the Audit Committee, Department of Health, WA, and has served on that Committee since 2003. She is a Fellow of the Australian Institute of Company Directors.

The State Library Executive Team

Chief Executive Officer and State Librarian
Ms Margaret Allen

Director Client Services
Ms Alison Sutherland

Director Resource Services
Mr George Cowcher

Director Strategic and Corporate Services
Mr Mark Woodcock

ptember 18- 183

live oros owo o

ressed beyond

and I who hea

voyage must

and homely

State Library
OF WESTERN AUSTRALIA

**DISCLOSURES &
LEGAL COMPLIANCE**

2007-2008

Governance Disclosures

No financial interests have been declared to the Accountable Authority by senior officers or members of the Library Board of Western Australia.

Insurance premiums were paid, in accordance with Treasurer's Instruction 903, to indemnify any 'director' against a liability incurred under sections 13 and 14 of the Statutory Corporations (Liability of Directors) Act 1996.

Other Legal Requirements

Advertising

In accordance with Section 175ZE of the Electoral Act 1907 expenditure by the State Library of Western Australia on advertising and related costs is listed below:

Advertising Agencies	NIL
Market research organisations	NIL
Polling organisations	NIL
Direct mail organisations	NIL
Media advertising organisations	
Media Decisions	$ 48,139
Marketforce Express	$ 14,644
Total expenditure	**$ 62,783**

Disability Access and Inclusion Plan Outcomes

The State Library developed its Disability Access and Inclusion Plan in 2007 and continues to be committed to the needs of people with disabilities.

We are reviewing our procedures to ensure that they conform with the requirements of the Disability Services Act and that people with disabilities have the same opportunities as other people to access the services of, and any events organised by, the State Library. Events and functions at the Library are accessible to people with disabilities.

People with disabilities have the same opportunities as other people to access the State Library and its facilities. Improved access to services for people with disabilities has been considered in relation to plans to refurbish the ground floor of the State Library, the development of a children's library, improvements to toilets on the ground floor, and the relocation of the Researchers' Room to a more accessible location. The State Government Access Guidelines for Information, Services and Facilities have been considered in the redevelopment of the Library's website.

The State Library continues to provide public library resources in alternative formats to assist people with disabilities. At 30 June 2008 library stock in alternative formats were:

- Large print books   201,947
- Videos/DVDs   166,588
- Audio books   122,049
- CD-ROMs   18,751

Specific funding is provided to the Association for the Blind for library services for people with a visual impairment. In 2007/08 $184,000 was provided.

Details of the State Library's special needs services and facilities are available electronically on the website. Where complaints are made regarding access issues they are researched and appropriate actions taken to improve the situation. The Library is represented on the Department of Culture and the Arts Disability Access Planning Committee which looks to improve services to people with disabilities and consult with people with disabilities.

Compliance with Public Sector Standards and Ethical Codes

Employees of the State Library are employees of the Director General of the Department of Culture and the Arts (DCA). Human resource services are provided by the Human Resource Unit of DCA. They provide specific advice on compliance with the Standards in regard to recruitment, transfer, secondment, redeployment, termination, discipline, temporary deployment and grievance resolution. Shared services to support the processing of human resources functions are also provided.

Compliance with the Public Sector Standards and Ethical Codes is assessed by several different methods, including regular internal and external reviews of related procedures and staff feedback. The Office of Public Sector Standards and Human Resources staff presented Public Sector Standards and Code of Ethics awareness training to managers. The Portfolio Induction Program continues to raise awareness of the Code of Ethics and Portfolio Code of Conduct. Information links to the Office of Public Sector Standards are provided on the Department of Culture and the Arts' intranet.

Recordkeeping Plans

The Corporate Information Unit secured full staffing midway through the financial year which allowed for the development of a functional Thesaurus that accurately reflects the State Library's current organisational structure.

 The 'Discovery Project' aimed at locating State Library corporate documents that had not previously been captured into the records management system was initiated in January. Much valuable documentation has now been registered into the integrated records management system making the information more widely available and accessible. The project is ongoing.

Preliminary investigation has begun for the creation of an Electronic Document Management System that will be an adjunct to the existing paper based system.

The establishment of an electronic environment will be the main areas of focus for the 2008/09 year and, once implemented, will bring the library up to modern information management practice. The Unit has already implemented a pilot for the improved management of corporate information that has resulted in enhanced service delivery.

Corruption Prevention

The Corporate Services Manager and the Policy and Research Officer continue to support all managers in areas of governance responsibilities and corruption prevention.

Managers are encouraged to attend training sessions run by the Corruption and Crime Commission. Many have also attended corruption prevention sessions run by the Department of Culture and the Arts as part of a leadership development program. All induction sessions now contain sections on the Code of Conduct and relevant legislation, policies and procedure.

Substantive Equality

The State Library operates under the Department of Culture and the Arts' Substantive Equality policy. The Library is committed to the elimination of systemic racial discrimination from all its policies, practices and services.

Sustainability

In compliance with The Sustainability Code of Practice for Government Agencies, the State Library developed a Sustainability Action Plan with strategies to respond to the goals and commitments outlined by the Code. This plan sits within the framework of the Department of Culture and the Arts Action Plan. Many policies and procedures, particularly in the areas of finance, procurement, human resources and information systems, are common to all organisations within the portfolio.

Occupational Safety and Health

The Library operates under the Department of Culture and the Arts' (DCA) Occupational Safety and Health policy. We are committed to ensuring that all employees are safe from injuries and risks to health while they are at work and accept that employee health and safety is primarily a responsibility of management.

The Library has a formal mechanism for consultation with employees on occupational safety and health matters under DCA's Occupational Safety and Health policy. We elect safety and health representatives, have an Occupational Safety and Health committee, and involve employees in decisions concerning occupational safety and health. We operate under DCA's Injury Management policy, are committed to providing effective rehabilitation of any employee who sustains a work related injury or illness and keep their rehabilitation under review. This policy incorporates a written Injury Management system and return to work programme. We understand, and are committed to, its obligations to provide effective administration of Worker's Compensation claims and promote the effective rehabilitation of any employee who sustains a work related injury or illness in accordance with the enacted Workers Compensation and Injury Management Act 1981.

The Library met targets set by Government for supplied indicators:

Indicator	Target 2007/08
Number of fatalities	0
Lost time injury/diseases (LTI/D) incidence rate	10% reduction on previous year
Lost time injury severity rate	10% improvement on previous year

Other Financial Disclosures

Demographics by Employment Category and Gender

Employment Category	Women		Men		Total	
	2008	2007	2008	2007	2008	2007
Permanent Full-time	91	102	55	54	146	156
Permanent Part-time	58	51	2	4	60	55
Fixed Term Full-time	24	24	14	10	38	34
Fixed Term Part-time	19	15	9	4	28	19
Casual paid on 30 June	0	3	0	0	0	3
Other*	2	1	0	0	2	1
Total	**194**	**196**	**80**	**72**	**274**	**268**

Employees seconded in or out of the organisation, or not being paid for reasons such as Leave Without Pay/Parental leave etc.

The full time equivalent (FTE) as at 30 June 2008 was 227.38 compared to 223.3 for the last financial year.

Workers' Compensation

No. of Fatalities[1]	No. of Severe Claims[2]	No. of Lost Time Injury/ Diseases[3]	Lost Time Injury Severity Rate[4]
0	0	3	0.0000

1. Number of compensated work-related fatalities.
2. Claims are counted where they occur in the 2007/08 financial year and the estimate for lost time exceeds 60 days. Fatal claims are included.
3. Number of claims occurring in the 2007/08 financial year where one day or more is estimated to be lost.
4. Number of Severe Claims divided by the number of Lost Time Injury/Diseases multiplied by 100.

Certification of Financial Statements
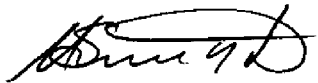
THE LIBRARY BOARD OF WESTERN AUSTRALIA

CERTIFICATION OF FINANCIAL STATEMENTS

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 financial year ending 30 June 2008 and the financial position as at 30 June 2008.

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

Ms Michele Smith

Chief Finance Officer

4 September 2008

Cr Janet Davidson

Chairman

Library Board of Western Australia

4 September 2008

Dr Margaret Nowak

Member

Library Board of Western Australia

4 September 2008

Independent Audit Opinion

Auditor General

INDEPENDENT AUDIT OPINION

To the Parliament of Western Australia

THE LIBRARY BOARD OF WESTERN AUSTRALIA
FINANCIAL STATEMENTS AND KEY PERFORMANCE INDICATORS
FOR THE YEAR ENDED 30 JUNE 2008

I have audited the accounts, financial statements, controls and key performance indicators of The Library Board of Western Australia.

The financial statements comprise the Balance Sheet as at 30 June 2008, and the Income Statement, Statement of Changes in Equity and Cash Flow Statement for the year then ended, a summary of significant accounting policies and other explanatory Notes.

The key performance indicators consist of key indicators of effectiveness and efficiency.

Board's Responsibility for the Financial Statements and Key Performance Indicators
The Board is responsible for keeping proper accounts, and the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Treasurer's Instructions, and the key performance indicators. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements and key performance indicators that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; making accounting estimates that are reasonable in the circumstances; and complying with the Financial Management Act 2006 and other relevant written law.

Summary of my Role
As required by the Auditor General Act 2006, my responsibility is to express an opinion on the financial statements, controls and key performance indicators based on my audit. This was done by testing selected samples of the audit evidence. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Further information on my audit approach is provided in my audit practice statement. Refer "http://www.audit.wa.gov.au/pubs/Audit-Practice-Statement.pdf".

An audit does not guarantee that every amount and disclosure in the financial statements and key performance indicators is error free. The term "reasonable assurance" recognises that an audit does not examine all evidence and every transaction. However, my audit procedures should identify errors or omissions significant enough to adversely affect the decisions of users of the financial statements and key performance indicators.

Audit Opinion
In my opinion,
   (i) the financial statements are based on proper accounts and present fairly the financial position of The Library Board of Western Australia at 30 June 2008 and its financial performance and cash flows for the year ended on that date. They are in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Treasurer's Instructions;

   (ii) the controls exercised by the Board 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; and

   (iii) the key performance indicators of the Board are relevant and appropriate to help users assess the Board's performance and fairly represent the indicated performance for the year ended 30 June 2008.

COLIN MURPHY
AUDITOR GENERAL
12 September 2008

4th Floor Dumas House 2 Havelock Street West Perth 6005 Western Australia Tel: 08 9222 7500 Fax: 08 9322 5664

Income Statement

» FOR THE YEAR ENDED 30 JUNE 2008

	Note	2008 $000	2007 $000
COST OF SERVICES			
Expenses			
Employee benefits expense	7	12,982	12,481
Supplies and services *(a)*	8	3,073	2,354
Depreciation and amortisation expense	9	10,870	9,543
Finance costs	10	20	1,174
Accommodation expenses	11	1,692	1,463
Grants and subsidies	12	478	409
Capital user charge	13	0	11,684
Cost of sales	16	72	36
Other expenses	14	41	231
Total cost of services		**29,228**	**39,375**
Income			
Revenue			
User charges and fees	15	994	1,095
Sales	16	94	58
Commonwealth grants and contributions	17	343	305
Interest revenue	18	135	81
Bequest contributions	19	58	402
Other revenue	20	1,422	1,663
Total Revenue		**3,046**	**3,604**
Gains			
Gain on disposal of non-current assets	21	21	0
Total Gains		21	0
Total income other than income from State Government		**3,067**	**3,604**
NET COST OF SERVICES		**26,161**	**35,771**
INCOME FROM STATE GOVERNMENT	22		
Service appropriation		12,199	13,520
Assets assumed		144	0
Resources received free of charge		12,048	22,713
Total income from State Government		**24,391**	**36,233**
(DEFICIT)/SURPLUS FOR THE PERIOD		**(1,770)**	**462**

(a) Includes administrative expenses
The Income Statement should be read in conjunction with the accompanying notes.

Balance Sheet

» AS AT 30 JUNE 2008

	Note	2008 $000	2007 $000
ASSETS			
Current Assets			
Cash and cash equivalents	35	4,227	3,172
Restricted cash and cash equivalents	23, 35	210	73
Inventories	24	32	47
Receivables	25	791	1,080
Amounts receivable for services	26	8,703	7,624
Other current assets	27	367	451
Total Current Assets		**14,330**	**12,447**
Non-Current Assets			
Restricted cash and cash equivalents	23, 35	1,465	1,406
Amounts receivable for services	26	11,315	10,465
Property, plant and equipment	28	56,897	53,870
Works of art	28	2,398	2,398
Library collections	28	109,036	103,637
Intangible assets	29	73	129
Total Non-Current Assets		**181,184**	**171,905**
TOTAL ASSETS		**195,514**	**184,352**
LIABILITIES			
Current Liabilities			
Payables	31	1,316	2,908
Borrowings	32	0	17,210
Other current liabilities	33	297	42
Total Current Liabilities		**1,613**	**20,160**
Non-Current Liabilities			
Borrowings	32	0	0
Other non-current liabilities	33	7	6
Total Non-Current Liabilities		**7**	**6**
Total Liabilities		**1,620**	**20,166**
NET ASSETS		**193,894**	**164,186**
EQUITY	34		
Contributed equity		49,846	**28,509**
Reserves		81,498	**71,299**
Accumulated surplus		62,550	**64,378**
TOTAL EQUITY		**193,894**	**164,186**

The Balance Sheet should be read in conjunction with the accompanying notes.

Statement Of Changes In Equity

» FOR THE YEAR ENDED 30 JUNE 2008

	Note	2008 $000	2007 $000
BALANCE OF EQUITY AT START OF PERIOD		164,186	152,300
CONTRIBUTED EQUITY	Note 34		
Balance at start of period		28,509	23,994
Capital contribution		21,337	4,515
Balance at end of period		49,846	28,509
RESERVES	34		
Asset Revaluation Reserve			
Balance at start of period		69,178	61,985
Gains from asset revaluation		10,141	7,193
Balance at end of period		79,319	69,178
Asset Transfer Reserve	34		
Balance at start of period		721	721
Transfer from accumulated surplus		0	0
Balance at end of period		721	721
Bequest Reserve	34		
Balance at start of period		1,400	1,000
Transfer from accumulated surplus		58	400
Balance at end of period		1,458	1,400
ACCUMULATED SURPLUS			
Balance at start of period		64,378	64,600
Change in accounting policy		0	(284)
Restated balance at start of period		64,378	64,316
(Deficit)/Surplus for the period		(1,770)	462
Transfer to Bequest reserve		(58)	(400)
Balance at end of period		62,550	64,378
Balance of equity at end of period		193,894	164,186
Total income and expense for the period(a)		8,371	7,655

(a) The aggregate net amount attributable to each category of equity is: deficit ($1,770,000) plus gains from asset revaluation of $10,141,000 (2007: surplus $462,000 plus gain from asset revaluation of $7,193,000).

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

THE LIBRARY BOARD OF WESTERN AUSTRALIA

Cash Flow Statement

» FOR THE YEAR ENDED 30 JUNE 2008

	Note	2008 $000	2007 $000
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		2,646	5,420
Capital contributions		21,337	3,899
Holding account drawdowns		7,624	6,535
Net cash provided by State Government		**31,607**	**15,854**
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(2,097)	(194)
Supplies and services		(3,098)	(1,820)
Finance costs		(300)	(868)
Accommodation		(1,580)	(1,341)
Grants and subsidies		(476)	(298)
GST payments on purchases		(1,403)	(1,307)
Other payments		(32)	(208)
Receipts			
Sale of goods and services		93	79
User charges and fees		1,057	950
Commonwealth grants and contributions		241	305
Interest received		138	81
GST receipts on sales		289	256
GST receipts from taxation authority		1,177	1,123
Other receipts		1,914	1,655
Net cash used in operating activities	35	**(4,077)**	**(1,587)**
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of non-current physical assets		23	0
Purchase of non-current physical assets		(9,071)	(9,998)
Net cash used in investing activities		**(9,048)**	**(9,998)**
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings		(17,210)	(1,434)
Net cash used in financing activities		**(17,210)**	**(1,434)**
Net increase/(decrease) in cash and cash equivalents		**1,272**	**2,835**
Cash and cash equivalents at the beginning of period		4,651	1,835
Effects of exchange rate changes on the balance of cash held in foreign currencies at the end of the financial year		(20)	(19)
CASH AND CASH EQUIVALENTS AT THE END OF PERIOD	35	**5,903**	**4,651**

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

Notes to the Financial Statements

1   Australian equivalents to International Financial Reporting Standards

General

The Library Board of Western Australia's financial statements for the year ended 30 June 2008 have been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS), which comprise a Framework for the Preparation and Presentation of Financial Statements (the Framework) and Australian Accounting Standards (including the Australian Accounting Interpretations).

In preparing these financial statements The Library Board of Western Australia (herein after referred to as 'the Library Board') has adopted, where relevant to its operations, new and revised Standards and Interpretations from their operative dates as issued by the AASB and formerly the Urgent Issues Group (UIG).

Early adoption of standards

The Library Board cannot early adopt an Australian Accounting Standard or Australian Accounting Interpretation unless specifically permitted by TI 1101 'Application of Australian Accounting Standards and Other Pronouncements'. No Standards and Interpretations that have been issued or amended but are not yet effective have been early adopted by the Library Board for the annual reporting period ended 30 June 2008.

2   Summary of significant accounting policies

(a) General Statement

The financial statements constitute a general purpose financial report which has been prepared in accordance with the Australian Accounting Standards, the Framework, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board as applied by the Treasurer's instructions. Several of these are modified by the Treasurer's instructions to vary application, disclosure, format and wording.

The Financial Management Act and the Treasurer's instructions are legislative provisions governing the preparation of financial statements and take precedence over the Accounting Standards, the Framework, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board.

Where modification is required and has 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.

(b) Basis of Preparation

The financial statements have been prepared on the accrual basis of accounting using the historical cost convention, modified by the revaluation of buildings and heritage library collections which have been measured at fair value.

The accounting policies adopted in the preparation of the financial statements have been consistently applied throughout all periods presented unless otherwise stated.

The financial statements are presented in Australian dollars and all values are rounded to the nearest thousand dollars ($'000).

Notes to the Financial Statements

The judgements that have been made in the process of applying the Library Board's accounting policies that have the most significant effect on the amounts recognised in the financial statements are disclosed at note 4 'Judgements made by management in applying accounting policies'.

The key assumptions made concerning the future, and other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are disclosed at note 5 'Key sources of estimation uncertainty'.

(c) Reporting Entity

The reporting entity is The Library Board of Western Australia. No related bodies are recognised.

(d) Contributed Equity

UIG Interpretation 1038 'Contributions by Owners Made to Wholly-Owned Public Sector Entities' requires transfers in the nature of equity contributions 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 contributions (appropriations) have been designated as contributions by owners by Treasurer's Instruction (TI) 955 'Contributions by Owners made to Wholly Owned Public Sector Entities' and have been credited directly to Contributed Equity.

Transfer of net assets to/from other agencies are designated as contributions by owners where the transfers are non-discretionary and non-reciprocal. See note 34 'Equity'.

(e) Income

Revenue recognition

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

Sale of goods

Revenue is recognised from the sale of goods and disposal of other assets when the significant risks and rewards of ownership control transfer to the purchaser and can be measured reliably.

Rendering of services

Revenue is recognised on delivery of the service to the client or by reference to the stage of completion of the transaction.

Interest

Revenue is recognised as the interest accrues.

Service Appropriations

Service Appropriations are recognised as revenues at nominal 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 to the bank account or credited to the holding account held at Treasury. (See note 22 'Income from State Government').

Notes to the Financial Statements

Grants, donations, gifts and other non-reciprocal contributions

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.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the balance sheet date, the nature of, and amounts pertaining to, those undischarged conditions are disclosed in the notes.

Gains

Gains may be realised or unrealised and are usually recognised on a net basis. These include gains arising on the disposal of non-current assets and some revaluations of non-current assets.

(f) Borrowing Costs

Borrowing costs for qualifying assets are capitalised net of any investment income earned on the unexpended portion of the borrowings. Other borrowing costs are expensed when incurred.

The capitalisation rate used to determine the amount of borrowing costs to be capitalised is the weighted average interest rate applicable to the Library Board's outstanding borrowings during the year, in this case 6.3% (2007: 6.3%)

(g) Property, Plant and Equipment

Capitalisation/Expensing of assets

Items of property, plant and equipment costing $5,000 or more are recognised as assets and the cost of utilising assets is expensed (depreciated) over their useful lives. Items of property, plant and equipment costing less than $5,000 are immediately expensed direct to the Income Statement (other than where they form part of a group of similar items which are significant in total).

Initial recognition and measurement

All items of property, plant and equipment are initially recognised at cost.

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

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

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.

Where market-based evidence is not available, the fair value of buildings is determined on the basis of existing use. This normally applies where buildings are specialised or where land use is restricted. Fair value for existing use assets 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 dependent on using the depreciated replacement cost, the gross carrying amount and the accumulated depreciation are restated proportionately.

Independent valuations of buildings are provided annually by the Western Australian Land Information Authority (Valuation Services) and recognised with sufficient regularity to ensure that the carrying amount does not differ materially from the asset's fair value at the balance sheet date.

The most significant assumptions in estimating fair value are made in assessing whether to apply the existing use basis to assets and in determining estimated useful 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 reserve.

Depreciation

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 on assets is calculated using the straight line method, using rates which are reviewed annually. Estimated useful lives for each class of depreciable asset are:

BUILDINGS	50 YEARS
FURNITURE AND EQUIPMENT	3 TO 10 YEARS
OFFICE EQUIPMENT	3 TO 15 YEARS
SOFTWARE *(a)*	3 TO 10 YEARS
MOTOR VEHICLES	3 TO 10 YEARS

Works of art controlled by the Library Board are classified as property, plant and equipment which are anticipated to have very long and indefinite useful lives. Their service potential has not, in any material sense, been consumed during the reporting period and so no depreciation has been recognised.

(a) Software that is integral to the operation of related hardware.

(h) Library Collections

Capitalisation/Expensing of assets

Three classes of Library Collections held by the Library Board have been identified for financial accounting purposes - Public Library Stock Collections, State Reference Library Collections and Heritage Collections. All items added to the Public Library Stock and Reference Collections are capitalised at cost. Heritage Collections include monographs, serials, newspapers, microfilm, cartographic items, pictorial and film collections and oral history which may be acquired by purchase or donation. Private archives and ephemera collections are not recognised as assets of the Library Board.

Subsequent measurement

Valuations of Heritage Collections are based on consideration of cost of replacement, the services provided, the average values of similar size collections at other libraries, and itemised values for some specific items.

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

Amortisation

Heritage collections 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 Reference Library Collection, excluding rare books, is depreciated by expensing the value of the tenth oldest year's acquisitions.

(i) Intangible Assets

Capitalisation/Expensing of assets

Acquisitions of intangible assets costing $5,000 or more and internally generated intangible assets costing over $50,000 or more are capitalised. The cost of utilising the assets is expensed (amortised) over their useful life. Costs incurred below these thresholds are immediately expensed directly to the Income Statement.

All acquired and internally developed 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.

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

Amortisation for intangible assets with finite useful lives is calculated for the period of the expected benefit (estimated useful life) on the straight line basis using rates which are reviewed annually. All intangible assets controlled by the Library Board have a finite useful life and zero residual value. The expected useful lives for each class of intangible asset are:

LICENCES	UP TO 10 YEARS
SOFTWARE *(a)*	3 TO 5 YEARS
WEB SITE COSTS	3 TO 5 YEARS

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

Notes to the Financial Statements

Licences

Licences have a finite useful life and are carried at cost less accumulated amortisation and accumulated impairment losses.

Research and Development Costs

Research costs are expensed as incurred. Development costs incurred for an individual project are carried forward when the future recoverability can reasonably be regarded as assured and the total project costs are likely to exceed $50,000. Other development costs are expensed as incurred.

Computer Software

Software that is an integral part of the related hardware is treated as property, plant and equipment. Software that is not an integral part of the related hardware is treated as an intangible asset. Software costing less than $5,000 is expensed in the year of acquisition.

Web site costs

Web site costs are charged as expenses when they are incurred unless they relate to the acquisition or development of an asset when they may be capitalised and amortised. Generally, costs in relation to feasibility studies during the planning phase of a web site, and ongoing costs of maintenance during the operating phase are expensed. Costs incurred in building or enhancing a web site, to the extent that they represent probable future economic benefits that can be reliably measured, are capitalised.

(j) Impairment of Assets

Property, plant and equipment and intangible assets are tested for any indication of impairment at each balance sheet date. 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. As the Library Board is a not-for-profit entity, unless an asset has been identified as a surplus asset, the recoverable amount is the higher of an asset's fair value less costs to sell and depreciated replacement cost.

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 asset's future economic benefits and to evaluate any impairment risk from falling replacement costs.

Intangible assets with an indefinite useful life and intangible assets not yet available for use are tested for impairment at each balance sheet date irrespective of whether there is any indication of impairment.

The recoverable amount of assets identified as surplus assets is the higher of fair value less costs to sell and the present value of future cash flows expected to be derived from the asset. Surplus assets carried at fair value have no risk of material impairment where fair value is determined by reference to market-based evidence. Where fair value is determined by reference to depreciated replacement cost, surplus assets are at risk of impairment and the recoverable amount is measured. Surplus assets at cost are tested for indications of impairment at each balance sheet date.

Refer to note 30 'Impairment of assets' for the outcome of impairment reviews and testing.

Refer also to note 2(r) 'Receivables' and note 25 'Receivables' for impairment of receivables.

Notes to the Financial Statements

(k) Non-current Assets (or Disposal Groups) Classified as Held for Sale

Non-current assets (or disposal groups) held for sale are recognised at the lower of carrying amount and fair value less costs to sell and are presented separately from other assets in the Balance Sheet. Assets classified as held for sale are not depreciated or amortised.

(l) Leases

The Library Board holds operating leases for motor vehicles. Lease payments are expensed on a straight line basis over the lease term as this represents the pattern of benefits derived from the leased properties.

(m) Financial Instruments

In addition to cash, the Library Board has two categories of financial instruments:

❷ Receivables; and
❷ Non-trading financial liabilities measured at amortised cost.

These have been disaggregated into the following classes:

Financial Assets
❷ Cash and cash equivalents
❷ Cash international accounts
❷ Restricted cash and cash equivalents
❷ Receivables
❷ Amounts receivable for services

Financial Liabilities
❷ Payables
❷ WATC/Bank loans

Initial recognition and measurement of financial instruments is at fair value which normally equates to the transaction cost or the face value. Subsequent measurement is at amortised cost using the effective interest method.

The fair value of short-term receivables and payables is the transaction cost or the face value because there is no interest rate applicable and subsequent measurement is not required as the effect of discounting is not material.

(n) Cash and Cash Equivalents

For the purpose of the Cash Flow Statement, cash and cash equivalent (and restricted cash and cash equivalent) assets 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.

Notes to the Financial Statements

(o) Accrued Salaries

Accrued salaries represent the amount due to staff but unpaid at the end of the financial year, as the pay date for the last pay period for that financial year does not coincide with the end of the financial year. Accrued salaries are settled within a fortnight of the financial year end. All staff are employees of the Department of Culture and the Arts and the liability for accrued salaries is recognised in the books of the Department. The cost to the Library Board associated with this accrual is recognised as an Employee benefits expense and equal Resources received free of charge revenue in the Income Statement.

(p) Amounts Receivable for Services (Holding Account)

The Library Board receives funding on an accrual basis that recognises the full annual cash and non-cash cost of services. The appropriations are paid partly in cash and partly as an asset (Holding Account receivable) that is accessible on the emergence of the cash funding requirement to cover items such as leave entitlements and asset replacement.

See also note 22 'Income from State Government' and note 26 'Amounts receivable for services'.

(q) Inventories

Inventories are measured at the lower of cost and net realisable value. The Library Board holds one class of inventory being stock held for sale through the State Library Shop. Costs are assigned on the basis of average cost.

See note 24 'Inventories'.

(r) Receivables

Receivables are recognised and carried at original invoice amount less an allowance for any uncollectible amounts (i.e. impairment). The collectability of receivables is reviewed on an ongoing basis and any receivables identified as uncollectible are written-off against the allowance account. The allowance for uncollectible amounts (doubtful debts) is raised when there is objective evidence that the Library Board will not be able to collect the debts. The carrying amount is equivalent to fair value as it is due for settlement within 30 days. See note 2(m) 'Financial Instruments' and note 25 'Receivables'.

(s) Payables

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 they are generally settled within 30 days. See note 2(m) 'Financial Instruments' and note 31 'Payables'.

(t) Borrowings

All loans payable are initially recognised at cost, being the fair value of the net proceeds received. Subsequent measurement is at amortised cost using the effective interest rate method. See note 2(m) 'Financial Instruments' and note 32 'Borrowings'.

(u) Provisions

Provisions are liabilities of uncertain timing or amount and are recognised where there is a present legal, equitable or constructive obligation as a result of a past event and when the outflow of resources embodying economic benefits is probable and a reliable estimate can be made of the amount of the obligation. Provisions are reviewed at each balance sheet date.

Notes to the Financial Statements

(i) Provisions – Employee Beneifts

Annual leave and long services leave

All staff of the Culture and Arts porfolio agencies, including the Library Board of Western Australia, are employees of of the Department of Culture and the Arts. Employee resources are received free of charge by the Board, the vlaue of which is recognised as both a revenue and exepnse in the Income Statement. The Department of Culture and the Arts retains all liabilities in relation to employee benefits and accrued salaries. Therefore, the Board has no liabilities in relatoin to employee entitlements.

Annual leave and long service leave liability are recognised by the Department of Culture and the Arts. See note 2(y) 'Department of Culture and the Arts.

Employment On-costs

Employment on-costs, including workers' compensation insurance, are not employee benefits and are recongised separatatley as liabilities and expenses when the employment to which they relate has occurred. Employment on-costs are included as part 'Other expenses' and are not included part of the Board's 'Employee benefits expense'. See note 14 'Other Expenses.'

(v) Superannuation Expense

The following elements are included in calculating the superannuation expense in the Income Statement:

(a) Defined benefits plans - Change in the unfunded employer's liability (ie. current service cost and, actuarial gains and losses) assumed by the Treasurer in respect of current employees who are members of the Pension Scheme and current employees who accrued a benefit on transfer from that Scheme to the Gold State Supperannuation Scheme (GSS): and

(b) Defined contribution plans - Employer contributions paid to the GSS (concurrent contributions), the West State Superannuation Scheme (WSS), and the GESB Super Scheme (GESBS).

Defined benefit plans - in order to reflect the true of cost services, the movement (ie. current service cost and, actuarial gians and losses) in the liablties in respect of the Pension Scheme and the GSS transfer benefits are recognised as expenses. As these superannuation expenses are provided by the Department of Culture and the Arts as a resource provided free of charge (refer note 2(y) ' Department of Culture and the Arts') a revenue equivalent to the expense is recongised under 'Income from State Government' in the Income Statement . See note 22 'Income from State Government'.

The superannuation expense expense does not include payment of pensions to retirees, as this does not constitute part of the cost of services provided in the current year.

The GSS Scheme is a defined benefit scheme for the purpose of employees and whole-of-government reporting. However, apart from the transfer benefit, it is a defined contribution plan for agency purposes because the concurrent contribution (defined contributions) made by the agency to GESB extinguishes the agency's obligations to the related superannuation liability.

(w) Resources Received Free of Charge or for Nominal Cost

Resources received free of charge or for nominal cost that can be reliably measured are recognised as income and as assets or expenses as appropriate, at fair value.

(x) Comparative Figures

Comparative figures are, where appropriate, reclassified to be comparable with the figures presented in the current financial year.

(y) Department of Culture and the Arts

The Department of Culture and the Arts provides staff and other support to agencies in the Culture and the Arts porfolio. The Deparment receives an approriation for salary costs, superannuation and fringe benefits tax expense. These resources, provided to the Board, but paid for the Department, have been treated as 'Resources received free of charge' in the Income Statement. See note 22 'Income from State Government'.

In addition, the Department of Culture and the Arts provides shared corporate services to the Board which are not recognised in the Income Statement.

3   Foreign Currency Translation

To facilitate payment to international suppliers, the Library Board holds foreign currency bank accounts in US dollars and pounds sterling. Transactions denominated in a foreign currency have been translated at the rate being the weighted average between the exchange rate at the date of the last currency purchase, and the rate at which existing cash balances are held. Foreign currency receivables and payables at reporting date are translated at exchange rates current at balance date. Exchange gains or losses at balance date are brought to account in determining the result for the year.

4   Judgements Made By Management In Applying Accounting Policies

The judgement that has been made in the process of applying accounting policies that has the most significant effect on the amounts recognised in the financial statements is:

Recognition of Rare Books and Other Materials

The Rare Book components of the Heritage and Reference Library collections are identified on the basis of the judgement of senior library staff, drawing on their knowledge of the collection and antiquarian markets. An item from the collection that has been identified as significant is added to the Rare Book rooms. These items are valued on the basis of available evidence from book re-sale sources, including online sellers and public auctions. A range of values may be obtained, and a judgement made as to which value most accurately represents the copy of the item held in the collection (in terms of age, condition and any unique features such as author's signature etc.). The application of judgement in this process could have a material impact on the asset value of this category of the collection.

Notes to the Financial Statements

5   Key sources of estimation uncertainty

The key estimates and assumptions made concerning the future, and other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

The Library Board values each category of materials within the Heritage Collections asset on the basis of estimation techniques used by similar cultural organisations and libraries, and which provide a reasonable estimate of the value of the collection. Examples of estimates used include the average value per year held for serial publications, the average rare book price for similar collections (obtained from the National Library of Australia), and the estimated average value of photographs in the pictorial collection. While each of these measures can be determined on a reasonable basis, the value is applied to a large quantity of items within the collection. Small estimation errors may result in material variations in the total asset value. However, as this collection is held for cultural purposes with no intention to sell or otherwise dispose of the asset, the estimates determined in this manner are considered to provide reasonable information that is useful to users of these financial statements. Further refinements to collection valuation methodologies are considered on a regular basis and in consultation with other similar organisations.

Depreciation/Amortisation of Public Library Stock and Reference Library Collections

The items in these collections are considered to have a limited useful life, and as such, the asset value must be expensed to the Income Statement in a manner that reflects the consumption of the service potential in the asset. It is not feasible to determine the useful life of each item within the collection, and therefore the average useful life must be determined for the collection as a whole. The estimated average of 5 years for Public Library Stock and 10 years for Reference Collections was established when the collections were initially recognised as an asset of the Library Board in 1998. If the true useful life of items in these collections was less than these estimates, then the asset value could be overstated, and the annual depreciation/amortisation expense understated. Key Performance Indicators and statistical estimates relating to Public Library Stock are considered by the Joint Advisory Committee in the context of the Framework Agreement between local and state government for the provision of public library services. It is anticipated that these estimates may be reviewed in the near future.

6   Disclosure of changes in accounting policy and estimates

Initial application of an Australian Accounting Standard

The Library Board has applied the following Australian Accounting Standards and Australian Accounting Interpretations effective for annual reporting periods beginning on or after 1 July 2008 that impacted on the Library Board:

1. AASB 7 'Financial Instruments: Disclosures' (including consequential amendments in AASB 2005-10 'Amendments to Australian Accounting Standards [AASB 132, AASB 101, AASB 114, AASB 117, AASB 133, AASB 139, AASB 1, AASB 4, AASB 1023 & AASB 1038]'). This Standard requires new disclosures in relation to financial instruments and while there is no financial impact, the changes have resulted in increased disclosures, both quantitative and qualitative, of the Library Board's exposure to risks, including enhanced disclosure regarding components of the Library Board's financial position and performance, the changes to the way of presenting certain items in the notes to the financial statements..

Notes to the Financial Statements

Voluntary changes in Accounting Policy

Effective 1 July 2007 the Library Board adjusted the threshold for the capitalisation of assets from $1,000 to $5,000. In accordance with AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', this has a retrospective impact on accumulated surplus of $284,503. The impact of the change in accounting policy on future periods will be a decrease in forecasted depreciation expense.

Future impact of Australian Accounting Standards not yet operative

The Library Board cannot early adopt an Australian Accounting Standard or Australian Accounting Interpretation unless specifically permitted by TI 1101 'Application of Australian Accounting Standards and Other Pronouncements'. Consequently, the Library Board has not applied the following Australian Accounting Standards and Australian Accounting Interpretations that have been issued and which may impact the Library Board but are not yet effective. Where applicable the Library plans to apply their Standards and Interpretation from their application date.

Title	Operative for reporting periods beginning on/after
AASB 101 'Presentation of Financial Statements' (September 2007). This Standard has been revised and will change the structure of the financial statements. These changes will require that owner changes in equity are presented separately from non-owner changes in equity. The Library does not expect any financial impact when the Standard is first applied.	1 January 2009
AASB 1004 'Contributions' (December 2007).	1 July 2008
AASB 1050 'Administered Items' (December 2007).	1 July 2008
AASB 1052 'Disaggregated Disclosures' (December 2007).	1 July 2008
AASB 2007-9 'Amendments to Australian Accounting Standards arising from the review of AASs 27,29 and 31 [AASB 3, AASB 5, AASB 8, AASB 101, AASB 114, AASB 116, AASB 127 & AASB 137] (December 2007)	1 July 2008
Interpretation 1038 'Contributions by Owners Made to Wholly-Owned Public Sector Entities (revised) (December 2007).	1 July 2008

Changes in Accounting Estimates

The Library Board has made no changes to accounting estimate methodologies that would have an effect in the current period or in future periods.

	2008 $000	2007 $000
7 Employee benefits expense		
Wages and salaries*(a)*	10,381	9,951
Superannuation – defined contribution plans*(b)*	1,090	1,084
Long service leave	383	360
Annual Leave	1,024	946
Other related expenses	104	140
	12,982	**12,481**

(a)   Includes the value of the fringe benefit to the employee plus the fringe benefits tax component.

(b)   Defined contribution plans include West State and Gold State and GESB Super Scheme (contributions paid).

Employment on-costs such as workers' compensation insurance are included at note 14 'Other expenses'.

	2008 $000	2007 $000
8 Supplies and services		
Communications	433	270
Consultants and contractors	168	125
Consumables	581	351
Repairs and maintenance	277	379
Travel	93	79
Insurance premiums	140	166
Lease/hire	30	46
Online Information access fees	598	304
Freight and cartage	101	127
Other	652	507
	3,073	**2,354**

	2008 $000	2007 $000
9 Depreciation and amortisation expense		
Depreciation		
Plant, equipment and vehicles	288	345
Buildings	1,289	1,102
Library Collections (Reference)	1,287	1,269
Total depreciation	**2,864**	**2,716**
Amortisation		
Intangible assets	56	255
Library Collections (Public Library Stock)	7,950	6,572
Total amortisation	8,006	6,827
Total depreciation and amortisation	**10,870**	**9,543**

	2008 $000	2007 $000
10 Finance costs		
Interest paid	0	1,116
Guarantee fees	0	39
Loss on foreign exchange *(i)*	20	19
	20	**1,174**

(i) Loss recognised on conversion of cash held in USD/GBP at the spot rate applicable at 30 June 2008.

	2008	2007
11 Accommodation expenses		
Repairs & maintenance	528	563
Cleaning	262	253
Security	170	81
Utilities	707	550
Other	25	16
	1,692	**1,463**

	2008	2007
12 Grants and subsidies		
Regional subsidies	239	226
Association for the Blind	184	178
Sponsorship	0	5
Other grants and subsidies	55	0
	478	**409**

	2008	2007
13 Capital User Charge		
Capital user charge	0	11,684
	0	**11,684**

The charge was a levy applied by Government for the use of its capital. The final change was levied in 2006-07.

	2008	2007
14 Other expenses		
Bad and doubtful debts *(refer note 43)*	8	3
Workers compensation insurance	0	81
Prizes paid	8	79
Audit fees *(i)*	23	20
Other	2	48
	41	**231**

(i) Audit fees - see also note 42 'Remuneration of auditor'.

Notes to the Financial Statements

	2008 $000	2007 $000
15 User charges and fees		
Tenancy revenue	42	32
User fees	344	425
Service charges	263	228
Recoveries lost and damaged books	345	410
	994	**1,095**
16 Trading profit		
Sales	94	58
Cost of Sales:		
Opening inventory	47	53
Purchases	57	30
	104	83
Closing inventory	(32)	(47)
Cost of Goods Sold	72	36
Trading Profit	**22**	**22**

See note 2(q) 'Inventories' and note 24 'Inventories'.

17 Commonwealth grants and contributions

	2008 $000	2007 $000
Department of Territories - Indian Ocean Territories Grant (i)	224	245
Department of the Environment and Water Resources	41	–
National Library of Australia	78	60
	343	**305**

(i) 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.

	2008 $000	2007 $000
Opening balance of funds	40	17
Contributions received	224	245
Cost of providing services	(230)	(222)
Balance on hand	**34**	**40**

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

	2008 $000	2007 $000
18 Interest revenue		
Foreign currency accounts	9	5
Investments	126	76
	135	**81**
19 Bequest contributions		
Cohen Bequest (i)	58	400
Other	0	2
	58	**402**

(i) This contribution was received from the estate of the late Leah Jane Cohen to establish the Leah Jane Cohen Library Bequest. Refer to note 23 'Restricted cash and cash equivalents'.

	2008 $000	2007 $000
20 Other revenue		
Recoup of prior year expense	215	16
Salary and wages recoups	79	0
Workers compensation recoups	0	13
Donations received	28	0
Subsidies	950	1,461
Recoup of costs	71	134
Other	79	39
	1,422	**1,663**

21   Net gain on disposal of Non-current assets

	2008 $000	2007 $000
Costs of Disposal of Non-Current Assets		
Plant, equipment and vehicles	2	0
Proceeds from Disposal of Non-Current Assets		
Plant, equipment and vehicles	23	0
Net gain	**21**	**0**

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

	2008 $000	2007 $000
22　Income from State Government		
Appropriation received during the year:		
Service appropriation (a)	12,199	13,520
	12,199	**13,520**
The following assets have been transferred from other state government agencies during the financial year: (b)		
Department of Culture and the Arts	144	0
Total assets assumed	**144**	**0**
Resources received free of charge (c)		
Determined on the basis of the following estimates provided by agencies:		
Crown Solicitors Office	0	2
Department of Culture and the Arts		
– Salaries and wages	11,008	10,030
– Superannuation	1,000	994
– Capital user charge	0	11,684
– Fringe benefits tax	20	3
– Other employee expenses	20	0
	12,048	**22,713**
	24,391	**36,233**

(a)　Service appropriations are accrual amounts reflecting the net cost of services delivered. The appropriation revenue comprises a cash component and a receivable (asset). The receivable (holding account) comprises the depreciation expense for the year and any agreed increase in leave liability during the year.

(b)　From 1 July 2002 non-discretionary non-reciprocal transfers of net assets (ie. restructuring of administrative arrangements) have been classified as Contributions by Owners (CBOs) under TI 955 and are taken directly to equity. Discretionary transfers of assets between State Government agencies are reported as assets assumed/ (transferred) under Income from State Government.

(c)　Where assets or services have been received free of charge or for nominal cost, the Library Board recognises revenues equivalent to the fair value of the assets and/or the fair value of those services that can be reliably determined and which would have been purchased if not donated, and those fair values shall be recognised as assets or expenses, as applicable. The exception occurs where the contribution of assets or services are in the nature of contributions by owners, in which case the Library Board makes the adjustment direct to equity.

Notes to the Financial Statements

	2008 $000	2007 $000
23 Restricted cash and cash equivalents		
Current		
Cohen Bequest interest	189	73
Other donations with restricted application	21	0
	210	**73**
Non-current		
Tenancy bond interest bearing deposit (i)	7	6
Cohen Bequest (ii)	1,458	1,400
	1,465	**1,406**

(i)   Cash held in this account is held in trust for the tenant of the coffee shop and must be repaid, with interest, on the termination of the tenancy.

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

	2008 $000	2007 $000
24 Inventories		
Current		
Inventories held for resale at State Library Shop		
At cost	32	47
At estimated realisable value	0	0
	32	**47**

See also note 2(q) 'Inventories' and note 16 'Trading profit'.

Notes to the Financial Statements

	2008 $000	2007 $000
25 Receivables		
Current		
Receivables	650	246
Allowance for impairment of receivables	(6)	(4)
Accrued revenue	36	635
GST receivable	111	203
Total Current	**791**	**1,080**
Reconciliation of changes in the allowance for impairment of receivables:		
Balance at start of year	3	0
Doubtful debts expense recognised in the income statement		
Amounts written off during the year	6	0
Amount recovered during the year	(5)	0
Balance at end of year	**6**	**3**
Credit Risk		
Ageing of receivables past due but not impaired based on the information provided to senior management, at the balance sheet date:		
Not more than 3 months	144	60
More than 3 months but less than 6 months	1	15
More than 6 months but less than 1 year	12	6
More than 1 year	0	4
	157	**85**
Receivables individually determined as impaired at the balance sheet date:		
Carrying amount, before deducting any impairment loss	10	4
Impairment loss	(6)	(4)
	4	**0**

The Library Board does not hold any collateral as security or other credit enhancements relating to receivables. See also note 2(r) 'Receivables' and note 40 'Financial instruments'.

26   Amounts receivable for services

	2008 $000	2007 $000
Current	8,703	7,624
Non-current	11,315	10,465
	20,018	**18,089**

Represents the non-cash component of service appropriations. See note 2(p) 'Amounts receivable for services (Holding Account)'. It is restricted in that it can only be used for asset replacement .

Notes to the Financial Statements

	2008 $000	2007 $000
27 Other assets		
Current		
Prepayments	367	451
Total current	**367**	**451**
28 Property, plant and equipment		
Property plant and equipment		
Buildings and improvements		
At fair value *(a)*	55,357	52,368
At cost	1,414	1,240
Accumulated depreciation	(838)	(713)
Accumulated impairment losses	0	0
	55,933	**52,895**
Furniture and equipment		
At cost	887	852
Accumulated depreciation	(616)	(560)
Accumulated impairment losses	0	0
	271	**292**
Office equipment		
At cost	1,895	1,833
Accumulated depreciation	(1,323)	(1,161)
Accumulated impairment losses	0	0
	572	**672**
Motor vehicles		
At cost	141	44
Accumulated depreciation	(20)	(33)
Accumulated impairment losses	0	0
	121	**11**
Total Property, plant and equipment	**56,897**	**53,870**
Works of Art		
Works of Art at valuation	2,398	2,398
	2,398	**2,398**

(a)   Buildings were revalued as at 1 July 2007 by Western Australian Land Information
Authority (Valuation Services). The valuations were performed during the year ended
30 June 2008 and recognised at 30 June 2008. In undertaking the revaluation, fair
value was determined by reference to market values for buildings: $55,357,000.
For the remaining balance, fair value of buildings was determined on the basis of
depreciated replacement cost. See note 2(g) 'Property, Plant and Equipment'.

Valuation Services, the Office of the Auditor General and the Department of Treasury and
Finance assessed the valuations globally to ensure that the valuations provided (as at 1 July
2007) were compliant with fair value at 30 June 2008.

Notes to the Financial Statements

	2008 $000	2007 $000
Library Collections		
Public library collections at cost	44,238	44,104
	44,238	**44,104**
State library collections (non WA)		
At cost	20,116	19,720
Accumulated depreciation	(10,956)	(9,670)
	9,160	**10,050**
State library rare book collection (non WA)	5,957	5,957
	5,957	**5,957**
WA heritage collections at valuation	49,681	43,526
	49,681	**43,526**
Total library collections	**109,036**	**103,637**

Reconciliations of the carrying amounts of property, plant, equipment and vehicles at the beginning and end of the reporting period are set out below.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

	Buildings and Imp.	Furniture & equip, Office equip & Motor vehicles	Library Collections	Works of Art	Total
	$000	$000	$000	$000	$000
2008					
Carrying amount at start of year	52,895	975	103,637	2,398	**159,905**
Additions	173	279	8,649	0	**9,101**
Transfers	0	0	0	0	**0**
Disposals	0	(2)	0	0	**(2)**
Revaluation increments	4,154	0	5,987	0	**10,141**
Depreciation	(1,289)	(288)	(9,237)	0	**(10,814)**
Carrying amount at end of year	**55,933**	**964**	**109,036**	**2,398**	**168,331**

	Buildings and Imp.	Furniture & equip, Office equip & Motor vehicles	Library Collections	Works of Art	Total
	$000	$000	$000	$000	$000
2007					
Carrying amount at start of year	49,606	1,099	99,457	2,102	**152,264**
Additions	25	322	9,571	0	**9,918**
Transfers	(78)	(101)	(3)	0	**(182)**
Disposals	0	0	0	0	**0**
Revaluation increments	4,444	0	2,453	296	**7,193**
Depreciation	(1,102)	(345)	(7,841)	0	**(9,288)**
Carrying amount at end of year	**52,895**	**975**	**103,637**	**2,398**	**159,905**

See also note 2(q) 'Inventories' and note 16 'Trading profit'.

Notes to the Financial Statements

	2008 $000	2007 $000
29 Intangible assets		
Computer software		
At cost	1,011	1,011
Accumulated amortisation	(938)	(882)
Accumulated impairment losses	0	0
	73	**129**
Reconciliations:		
Computer software		
Carrying amount at start of year	129	298
Additions	0	3
Transfers	0	83
Revaluation increments	0	0
Amortisation expense	(56)	(255)
Carrying amount at end of year	**73**	**129**

30   Impairment of assets

There were no indications of impairment to property, plant and equipment and intangible assets at 30 June 2008.

The Library Board held no goodwill or intangible assets with an indefinite useful life during the reporting period and at balance sheet date there were no intangible assets not yet available for use.

All surplus assets at 30 June 2008 have either been classified as assets held for sale or written-off.

31   Payables

	2008 $000	2007 $000
Current		
Trade payables	979	2,228
Other payables	172	179
Accrued expenses	165	501
Total current	**1,316**	**2,908**

See also note 2(s) 'Payables' and note 40 'Financial instruments'.

Notes to the Financial Statements

	2008 $000	2007 $000
32 Borrowings		
Current		
WA Treasury Corporation	0	17,210
Non-current		
WA Treasury Corporation	0	0
33 Other liabilities		
Current		
Income received in advance	293	38
Unclaimed monies	4	4
Total current	**297**	**42**
Non-current		
Tenant Bond	7	6
Total non-current	7	6

34 Equity

Equity represents the residual interest in the net assets of the Library Board. The Government holds the equity interest in the Library Board on behalf of the community. The asset revaluation reserve represents that portion of equity resulting from the revaluation of non-current assets.

	2008 $000	2007 $000
Contributed equity		
Balance at start of year	28,509	23,994
Contributions by owners		
Capital contribution (a)	21,337	4,515
Total contributions by owners	21,337	4,515
Balance at end of year	**49,846**	**28,509**

(a) Capital Contributions (appropriations) and non-discretionary (non-reciprocal) transfers of net assets from other State government agencies have been designated as contributions by owners in Treasurer's Instruction TI955 'Contributions by Owners Made to Wholly Owned Public Sector Entities' and are credited directly to equity.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

	2008 $000	2007 $000
Reserves		
Asset revaluation reserve:		
Balance at start of year	69,178	61,985
Net revaluation increments:		
Buildings	4,154	4,444
Collections	5,987	2,453
Artworks	0	296
Balance at end of year	**79,319**	**69,178**
Asset transfer reserve	721	721
Bequest reserve		
Balance at start of year	1,400	1,000
Transfer from accumulated surplus	58	400
Balance at end of year	**1,458**	**1,400**
Total Reserves	**81,498**	**71,299**
Accumulated surplus		
Balance at start of year	64,378	64,316
Result for the period	(1,770)	462
Transfer to Bequest reserve	(58)	(400)
Balance at end of year	**62,550**	**64,378**

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

	2008 $000	2007 $000
35 Notes to the Cash Flow Statement		
Reconciliation of cash		
Cash at the end of the financial year as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:		
Cash and cash equivalents	4,227	3,172
Restricted cash and cash equivalents	1,676	1,479
(see note 23 'Restricted cash and cash equivalents')		
	5,903	**4,651**
Reconciliation of net cost of services to net cash flows used in operating activities		
Net cost of services	(26,161)	(35,771)
Non-cash items:		
Depreciation and amortisation expense (note 9)	10,870	9,543
Cultural Gifts in-kind donation	0	0
Write down of stock	2	0
Resources received free of charge (note 22)	12,048	22,713
Adjustment for other non-cash items	6	7
Net gain on sale of property, plant and equipment (note 21)		
Net (gain)/loss on exchange rate	20	(19)
(Increase)/decrease in assets:		
Current receivables	(401)	(115)
Current inventories	15	6
Income receivable	599	(331)
Prepayments	84	74
Increase/(decrease) in liabilities:		
Current payables	(1,256)	1,748
Accrued expenses	(336)	294
Income received in advance	255	(9)
Net GST receipts/(payments)	111	203
Change in GST in receivables/payables	88	70
Net cash used in operating activities	(4,077)	(1,587)

Notes to the Financial Statements

	2008 $000	2007 $000
36 Resources provided free of charge		
During the year the following resources were provided to State Records Office free of charge for functions outside the normal operations of the Library Board:		
Employee costs	228	225
Accommodation costs	124	17
Finance costs	0	109
Supplies & services	23	89
	375	**440**

37 Commitments

Lease commitments

Cancellable operating lease commitments for vehicles		
Commitments for minimum lease payments are payable as follows:		
Within 1 year	11	4
Later than 1 year and not later than 5 years	15	0
	26	4

These commitments are all inclusive of GST.

38 Events occurring after the balance sheet date

Any events that occurred after balance sheet date that confirmed conditions that existed at the reporting date have been reflected in these statements. There were no events that arose after the reporting date that were of material significance.

39 Explanatory statement

Significant variations between estimates and actual results for income and expense are shown below.
Significant variations are considered to be those greater than 10% or $100,000.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

Significant variances between estimated and actual result for 2008

	2008 Estimate $000	2008 Actual $000	Variation $000	Variation %
Expenses				
Employee benefits expense	13,870	12,982	(888)	-6%
Supplies and services	2,956	3,074	118	4%
Depreciation and Amortisation Expense	9,553	10,870	1,317	14%
Accommodation Expenses	2,725	1,692	(1,033)	-38%
Cost of Sales	45	72	27	59%
Other expenses	124	41	(83)	-67%
Income				
Sales	66	94	28	42%
Interest revenue	80	135	55	69%
Bequest contributions	66	58	(8)	-12%
Other revenue	1,075	1,423	348	32%

Significant Variances - > $100,000 or 10%

Employee benefits expense

Employee expenses were lower than expected mainly due to the delay in payment of backpay for the specified callings campaign. Salaries relating to capital works funded projects were also lower than budgeted due to project delays.

Supplies and services

Supplies and services expenses were higher than estimated due to the expensing of on-line serials which are funded by capital works funding. Supplies and services expenses for the Better Beginnings project were below budget due to project delays.

Depreciation and Amortisation Expense

Depreciation expense for 2008 was budgeted at the amount of the accrual appropriation received from Treasury. No additional funding for this shortfall was approved during the year.

Accommodation Expenses

Accommodation expenses for 2008 were lower than exected primarily due to delays in the completion of maintenance works projects.

Cost of Sales/Sales

The variance is a result of greater than expected bookshop turnover and the sale of exhibition publications.

Other expenses

Other expenses were lower than expected due to the deferral of the 2008 Premier's Book Awards prize money normally awarded in June, which is now to be paid in November 2008 in association with the Western Australian Premier's Australia-Asia Literary Award.

Interest revenue

Interest revenue in 2008 was higher than budgeted due to the investment of additional bequest funds received from the Cohen Estate.

Bequest contributions

The Board received the final distribution from the Cohen Estate in 2008 which included an interest component that was budgeted for as a bequest contribution. Bequest funds received are recognised as revenue and a restricted cash asset.

Other revenue

Other revenue was higher than expected in 2008 due to the unbudgeted expense recoups and additional contributions revenue received.

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

Significant variances between actual results
for 2007 and 2008

	2008	2007	Variation	Variation
	$000	$000	$000	%
Expenses				
Employee benefits expense	12,982	12,481	501	4%
Supplies and services	3,074	2,354	720	31%
Depreciation and amortisation	10,870	9,543	1,327	14%
Finance costs	20	1,174	(1,154)	-98%
Accommodation expenses	1,692	1,463	229	16%
Grants and subsides	478	408	70	17%
Capital user charge	-	11,684	(11,684)	-100%
Cost of sales	72	36	36	100%
Other expenses	41	231	(190)	-82%
Income				
User charges and fees	994	1,095	(101)	-9%
Sales	94	58	36	62%
Commonwealth grants and contributions	343	305	38	12%
Interest revenue	135	81	54	66%
Bequest contributions	58	402	(344)	-85%
Other revenue	1,423	1,663	(240)	-14%

Significant Variances - > $100,000 or 10%

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

Significant variances between actual results
for 2007 and 2008 continued...

Employee benefits expense

The increase in employee benefits expense in 2008 is as a result of the filling of positions that were vacant in 2007. The increase also includes wage and salary rate increases.

Supplies and services

The increase in supplies and services expenses in 2008 is primarily due to the increase in the purchase of on-line serials, increased spending on the Better Beginnings and Big Book Club projects and the expensing of minor assets as a result of the change in asset capitalisation threshold.

Depreciation and amortisation

Amortisation of Public Library stock and Reference Library assets increased due to the increase in size and value of the collections.

Finance costs

The loan from WA Treasury Corp for the Alexander Library Building was paid out in July 2007 resulting in a reduction in interest and guarantee fees expense in 2008.

Accommodation expenses

Increase in accommodation expenses in 2008 is primarily as a result of higher electricity charges and an increase in security costs.

Grants and subsides

Grants and subsides expense for 2008 included a on-off grant payment in 2008 for the Regional Infrastructure project.

Capital user charge

Capital user charge was nil for 2008 as the final charge was levied in 2007.

Cost of sales/Sales

Sales and cost of sales have increased in 2008 due to increased activity in the State Library shop and the sales of exhibition publications.

Other expenses

Other expenses have reduced due to the deferral of the 2008 Premier's Book Awards prize money normally awarded in June, which is now to be paid in November 2008 in association with the Western Australian Premier's Australia-Asia Literary Award.

User charges and fees

Decrease in revenue from user charges and fees was due to a reduction in charges for lost and damaged books and the one-off sale of the West Australian Newspaper microfilms in 2007.

Commonwealth grants and contributions

A one-off grant was received from the Department of Environment and Water Resources in 2008 to assist with the acquisition of the Bussell Diaries.

Interest revenue

Interest revenue increased in 2008 due to the investment of additional Cohen bequest funds received.

Bequest contributions

The Board received bequest contributions from the Cohen estate of $400k in 2007 and the final distribution of $58k in 2008, which have been recognised as revene and a restricted cash asset.

Other revenue

The HRRC project was completed in 2008 resulting in a reduction to contributions revenue. A recoup of prior year interest expense was also recognised as other revenue in 2008.

Notes to the Financial Statements

40   Financial instruments

(a) Financial Risk Management Objectives and Policies

Financial instruments held by the Library Board are cash and cash equivalents, restricted cash and cash equivalents, borrowings, finance leases, loans and receivables and payables. The Library Board has limited exposure to financial risks. The Library Board's overall risk management program focuses on managing the risks identified below.

Credit risk

Credit risk arises when there is the possibility of the Library Bourd's receivables defaulting on their contractual obligations resulting in financial loss to the Library Board. The Library Board measures credit risk on a fair value basis and monitors risk on a regular basis.

The maximum exposure to credit risk at balance sheet date inr elation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any provisions for impairment as shown in the table at Note 40(c).

Credit risk associated with the Library Board's financial assets is minimal because the main receivable is the amount receivable for services (holding account). For receivables other than government, the Library Board trades only with recognised, creditworthy parties. The Library Board has policies in place to ensure that sales of products and services are made to customers with an appropriate credit history. In addition, receivable balances are monitored on an ongoing basis with the result that the Library Board's exposure to bad debts is minimal. There are no significant concentrations of credit risk.

Provision for impairment of financial assets is calculated based on past experience, and current and expected changes in client credit ratings. For financial assets that are either past due or impaired, refer to Note 25 'Receivables'

Liquidity risk

The Library Board is exposed to liquidity risk through its trading in the normal course of business. Liquidity risk arises when the Library Board is unable to meet its financial obligations as they fall due.

The Library Board has appropriate procedures to manage cash flows including drawdowns of appropriations by monitoring forecast cash flows to ensure that sufficient funds are available to meet its commitments.

Market risk

The Library Board holds minimal cash in foreign currencies and is not materially exposed to foreign currency risk. The Library Board's exposure to market risk for changes in interest rates relate primarily to the long-term debt obligations. The Library Board's borrowings are all obtained through the Western Australian Treasury Corporation (WATC) and are at fixed rates with varying maturities. The risk is managed by WATC through portfolio diversification and variation in maturity dates. Other than as detailed in the Interest rate sensitivity analysis table at Note 40(c), the Library Board is not significantly exposed to interest rate risk because apart from minor amounts of restricted cash, all other cash and cash equivalents and restricted cash are non-interest bearing and have no borroings other than the WATC borrowings and finance leases (fixed interest rate).

Notes to the Financial Statements

	2008 $000	2007 $000

(b) Categories of Financial Instruments

In addition to cash, the carrying amounts of each of the following categories of financial assets and financial liabilities at the balance sheet date are as follows:

Financial Assets

	2008 $000	2007 $000
Cash and cash equivalents	4,227	3,172
Restricted cash and cash equivalents	1,675	1,479
Loans and receivables *(a)*	20,697	18,966

Financial Liabilities

	2008 $000	2007 $000
Financial liabilities measured at amortised cost	1,316	20,118

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

(c) Financial Instrument Disclosures

Credit Risk, Liquidity Risk and Interest Rate Risk Exposures

The following table details the exposure to liquidity risk and interest rate risk as at the balance sheet date. The Library Board's maximum exposure to credit risk at the balance sheet date is the carrying amount of the financial assets as shown on the following table. The table is based on information provided to senior management of the Library Board. The contractual maturity amounts in the table are representative of the undiscounted amounts at the balance sheet date. An adjustment for discounting has been made where material.

The Library Board does not hold any collateral as security or other credit enhancements relating to the financial assets it holds.

The Library Board does not hold any financial assets that had to have their terms renegotiated that would have otherwise resulted in them being past due or impaired.

Notes to the Financial Statements

2008   CONTRACTUAL MATURITY DATES

	Weighted Average Effective Interest Rate	Variable Interest Rate	Non-Interest Bearing	Within 1 year	1 – 2 years	2–3 years	3–4 years	4–5 years	More than 5 years	Adjustment for discounting	Carrying amount
	%	$000	$000	$000	$000	$000	$000	$000	$000	$000	$000
Financial Assets											
Cash and cash equivalents	–	–	4,081	–	–	–	–	–	–	–	4,081
Cash international accounts	3.49	146	–	–	–	–	–	–	–	–	146
Restricted cash and cash equivalents	6.91	1,676	–	–	–	–	–	–	–	–	1,676
Receivables (a)	–	–	679	–	–	–	–	–	–	–	679
Amounts receivable for services	–	–	20,018	–	–	–	–	–	–	–	20,018
		1,822	**24,778**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**26,600**
Financial Liabilities											
Payables		1,316	–	–	–	–	–	–	–	–	1,316
WATC/ Bank Loans		–	–	–	–	–	–	–	–	–	–
		1,316	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**1,316**

Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2008

2007   CONTRACTUAL MATURITY DATES

	Weighted Average Effective Interest Rate	Variable Interest Rate	Non-Interest Bearing	Within 1 year	1 – 2 years	2–3 years	3–4 years	4–5 years	More than 5 years	Adjustment for discounting	Carrying amount
	%	$000	$000	$000	$000	$000	$000	$000	$000	$000	$000
Financial Assets											
Cash and cash equivalents	–	–	2,771	–	–	–	–	–	–	–	2,771
Cash international accounts	2.96	401	–	–	–	–	–	–	–	–	401
Restricted cash and cash equivalents	6.02	1,479	–	–	–	–	–	–	–	–	1,479
Receivables *(a)*	–	–	877	–	–	–	–	–	–	–	877
Amounts receivable for services	–	–	18,089	–	–	–	–	–	–	–	18,089
		1,880	**21,737**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**23,617**
Financial Liabilities											
Payables	–	–	2,908	–	–	–	–	–	–	–	2,908
WATC/ Bank Loans	6.29	–	–	17,328	–	–	–	–	–	(118)	17,210
		–	**2,908**	**17,328**	**–**	**–**	**–**	**–**	**–**	**(118)**	**20,118**

(a) The amount of laons and receivables are the contractual undiscounted cash flows of each class of financial liabilities.

Notes to the Financial Statements

Interest rate sensitivity analysis

The following table represents a summary of the interest rate sensitivity of the Library Board's financial assets and liabilities at the balance sheet date on the surplus for the period and equity for a 1% change in interest rates. It is assumed that the change in interest rates is held constant throughout the reporting period.

2008		-1% change		-1% change	
	Carrying	Profit	Equity	Profit	Equity
	Amount	$000	$000	$000	$000
Financial Assets					
Cash international accounts	146	(1)	(1)	1	1
Restricted cash and cash equivalents	1,676	(17)	(17)	17	17
Total (Decrease)/Increase		**(18)**	**(18)**	**18**	**18**

2007		-1% change		+1% change	
	Carrying	Profit	Equity	Profit	Equity
	Amount	$000	$000	$000	$000
Financial Assets					
Cash international accounts	401	(4)	(4)	4	4
Restricted cash and cash equivalents	1,479	(15)	(15)	15	15
Total (Decrease)/Increase		**(19)**	**(19)**	**19**	**19**

Fair Values

All financial assets and financial liabilities recognised in the balance sheet, whether they are carried at cost or fair value, are recognised at amounts that represent a reasonable approximation of fair value unless otherwise stated in the applicable notes.

Notes to the Financial Statements

41   Remuneration of members of the Accountable Library Board and senior officers

Remuneration on Members of the Library Board

The number of members of the Library Board, whose total of fees, salaries, superannuation, non-monetary benefits and other benefits for the financial year, fall within the following bands are:

	2008 $000	2007 $000
$		
0 – 10,000	12	16
The total remuneration of members of the Library Board is:	4	0

No fees are paid to members of the Library Board. This remuneration includes allowances for travel expenses only.

Remuneration of Senior Officers

The number of senior officers, other than senior officers reported as members of the Library Board, whose total fees, salaries, superannuation, non-monetary benefits and other benefits for the financial year, fall within the following bands are:

	2008	2007
$		
10,001 – 20,000	2	
20,001 – 30,000	1	
40,001 – 50,000	1	
80,001 – 90,000		1
100,001 – 110,000	2	2
220,001 – 230,000	1	1
The total remuneration of senior officers is:	554	514

The total remuneration includes the superannuation expense incurred by the Library Board in respect of senior officers other than senior officers reported as members of the Library Board.

No senior officers are members of the Pension Scheme.

Notes to the Financial Statements

	2008 $000	2007 $000

42 Remuneration of auditor

Remuneration payable to the Auditor General
for the financial year is as follows:

	2008	2007
Auditing the accounts, financial statements and performance indicators	23	20

The expense is included at note 14 'Other expenses'.

43 Supplementary financial information

Write-Offs

	2008	2007
Bad debts written off by the Library Board during the financial year	6	0
Trading Stock shrinkage provided for during the financial year	2	4
	8	4

Losses Through Theft, Defaults and Other Causes

There were no losses of public moneys and, public and other
property through theft or default.

Gifts of Public Property

There were no gifts of public property provided by the Library Board.

Key Performance Indicators

Government Goal

Enhancing the quality of life and wellbeing of all people throughout Western Australia by providing high quality, accessible services.

Desired Outcome

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

Key Effectiveness Indicators

1 Preservation
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.

2004 – 2005	99%
2005 – 2006	99%
2006 – 2007	99%
2007 – 2008	98%
	(Target 99%)

Commentary: *For the first time Western Australian sound recordings were included as a Heritage collection. This unique collection is not housed in preservation standard conditions, hence the drop in the reported KPI.*

2 Accessibility
Number of accesses to State Library collections per capita

The number of accesses to State Library collections per head of population in Western Australia. Accesses include visitors to the State Library, Internet user sessions on the State Library website, information enquiries, and the number of items provided to public libraries to refresh their collections.

2004 – 2005	1.1
2005 – 2006	1.3
2006 – 2007	1.4
2007 – 2008	1.5
	(Target 1.5)

Commentary: *There has been an increase in physical and virtual visitors to the State Library. At the same time there has been a significant drop in the number of information enquiries received by reference staff. We are seeing growth in the number of users of our collections and services, but there are changing expectations of what and how library services are delivered. As the amount of information available and the sophistication of online users grows, demand for remote access continues to rise, along with an increasing willingness for users to seek their own answers to enquiries. Information seeking behaviour is changing rapidly.*

3 Accessibility

Percentage of clients satisfied with the services associated with accessing State Library collections.

The extent to which information services available from the State Library meet the needs of the Western Australian public. Clients are surveyed annually over a seven day period to determine their level of satisfaction with information services. In June 2007 there were 476 survey forms returned from 1,000 distributed, a response rate of 48%. Of the forms returned, 461 clients provided an appraisal of our services (a 3.2% non-response on this question).

- 85.9% SATISFIED
- 11.5% NEUTRAL
- 2.6% DISSATISFIED
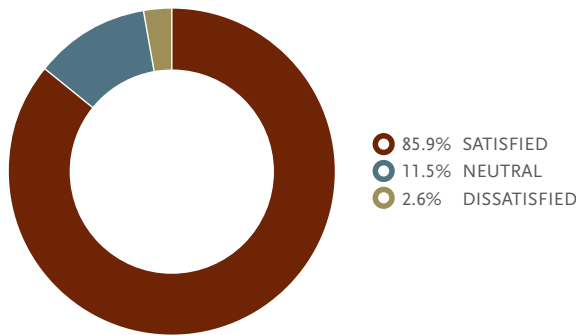
	June 2005	June 2006	June 2007	June 2008	Target
Satisfied or very satisfied	91.1%	93.1%	88.5%	85.9%	(91%)
Neutral	7.5%	6.2%	10.1%	11.5%	
Dissatisfied	1.4%	0.6%	1.4%	2.6%	

Commentary: *When clients were asked about their level of satisfaction with specific collections, infrastructure and services the highest number of clients responded that they were 'Very dissatisfied' or 'Dissatisfied' with computer / Internet services, microfilm / microform printers, photocopiers / printers, and the toilets. Almost half of all suggestions for improvement were related to access to technology, in particular to Internet and wireless Internet services. Suggestions for additional / improved facilities, library stock requests, noise abatement, and extending opening hours where also recorded frequently.*

4 Sustainability

Value of the State Library's Heritage collection renewal, content development, expansion, and maintenance as a proportion of the value of the Heritage collections – five-year rolling average.

The commitment to ensure the State's cultural and documentary history is collected, preserved and made accessible now and for future generations. Costs include staffing and materials. The value of Heritage collections does not include the State Library's significant private archives, ephemera and Western Australian music collections.

2004 – 2005	9.6%
2005 – 2006	9.0%
2006 – 2007	8.7%
2007 – 2008	9.2%
	(Target 8%)

Commentary: *For the first time since the State Library's restructure the cost of delivering Heritage collection services has been recalculated. The target figure was based on the old cost structure. This year's rise demonstrates the organisation's commitment to new strategic directions that were reflected in the restructure.*

Key Efficiency Indicators

5 Sustainability
Replacement stock provision rate

The extent to which the State Government's contribution to the public library system is delivered to meet the information and reference needs of Western Australians.

Under the Framework Agreement with Local Government the replacement stock provision rate measures the proportion of new items sent to public libraries to replace stock that is no longer required by the public library as a proportion of the total number of public library items at June 30, 2007.

2004 – 2005	13.9%
2005 – 2006	12.4%
2006 – 2007	10.0%
2007 – 2008	10.5%
	(Target 12.5%)

Note 1: *Replacement rate does not include the value of electronic resources made available to public libraries. In 2007 - 2008 $188,000 was expended on electronic resources. Including this would increase the replacement rate to 10.8%.*

Note 2: *Under the Framework Agreement this calculation has changed from what was published in old Annual Reports where the New book input rate was reported. The Replacement stock provision rate only includes items replacing stock in public libraries.*

Commentary: *Continued re-engineering of acquisition processes to offer more titles for selection and more timely delivery of shelf-ready public library materials has led to an improvement in this area.*

6 Sustainability
Average cost of State Library services per State Library access/client interaction.

Cost per access to State Library services. Accesses / client interactions include visitors to the State Library, Internet user sessions on the State Library website, information enquiries, and the number of items sent to refresh public library stock.

2004 – 2005	$11.72
2005 – 2006	$10.25
2006 – 2007	$9.49
2007 – 2008	$9.09
	(Target $8.14)

Commentary: *Over the past four years the increase in the use of our online services has reduced the average cost per access / interaction.*

7	**Sustainability**

Average cost of State Library services per new collection item.

The cost per item of acquiring and supplying fully processed public library items.

Under the Framework Agreement the State Library of Western Australia supplies public libraries with shelf-ready library materials. In 2006 - 2007 293,037 items were supplied.

2004 – 2005	Including cost of item	$64.42	
2004 – 2005	Excluding cost of item	$44.45	
2005 – 2006	Including cost of item	$77.71	
2005 – 2006	Excluding cost of item	$54.89	
2006 – 2007	Including cost of item	$84.02	
2006 – 2007	Excluding cost of item	$59.79	
2007 – 2008	Including cost of item	$69.39	**(Target $49.79)**
2007 – 2008	Excluding cost of item	$48.81	**(Target $26.09)**

Commentary: *For the first time since our restructure the cost of delivering collections and services to public libraries has been recalculated. Target figures were based on the old cost structure. The lower cost of delivering items to public libraries is a measure of the success of the continued re-engineering of acquisition processes.*

General note: *Historical figures reported for KPIs that use Total cost of services as a base have been recalculated removing the Capital User Charge.*

We hereby certify that the 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 ending 30 June 2008.

Janet E. Davidson

Janet Davidson, JP

Chairman

Library Board of Western Australia Library

September 4, 2008

Ms Deborah Hamblin

Board Member

Board of Western Australia

September 4, 2008

Functional Structure
2007-2008

- **CEO EXECUTIVE**
- **POLICY AND RESEARCH**

STRATEGIC & CORPORATE
- Public Programs
- Digital Services
  - Support & Infrastructure
  - Service Delivery & Development
- Facilities Management
- Corporate Services
  - Corporate Information Unit

RESOURCE SERVICES
- HRRC Project
- LTen Project
- Acquisitions
  - Orders
  - Accessions
  - Distribution
- Access
  - Create
  - Quality
  - Archive
  - E-Team
- Preservation & Maintenance
  - Stock & Stack Maintenance
  - Conservation
  - Re-Formatting

CLIENT SERVICES
- Better Beginnings
- Collection Development
- Outreach & Subject Specialist Team
- Information Services
  - Information Services Teams x3
  - Document Delivery
  - State Library Shop

Staff Members

The following people were employed at the State Library of Western Australia at 30 June 2008. The list includes full-time, part-time, permanent and contract staff in the positions they held at that date.

EXECUTIVE OFFICE

Chief Executive Officer and State Librarian
Margaret Allen

Senior Executive Assistant
Jane Masterman

Policy and Research Manager
Pearl Tan

Policy and Research Officer
Oliver Gatty

CLIENT SERVICES

Director
Alison Sutherland

Administrative Assistant
vacant

COLLECTION DEVELOPMENT

Manager
Barbara Patison

Archivist
(shared position)
Laurie Allen
Jan Skillington

Librarians
Laurie Allen
Andrew Black
Sue Byrne
Antoinette Carrier
Amanda De Cinque
Anita Healey
Salwa Soliman
James Ward

Library Technician
vacant

Graduate Officers
Hayley Crookes
Kate Freedman
Amanda Hills
Gemma Lyon

INFORMATION SERVICES

Manager
Julie Ham

Team Leaders
Michelle Gherghinis
Hilary Hatfield
Toni Young

Librarians
Fiona Caratozzolo
Marilyn Cavavas
Julianne Clifford
Brenda Collins
Jude Cooper
Kate Eckersley
Peter Edwards
Janet Hocken
Sue Hunter
Louise Kilpatrick
Mary Magaraggia
Carol Rikli
Heidi Ross
Carol Smith
Jeri Tatian
Jane van der Meer

Library Technicians
John Geijsman
Mary Jones
Sandra Papenfus
Penny PhoneMyint
May Pye

Senior Library Officer
Sharon Pratt

Library Officers
Samantha Fairbanks
Anne Kingsbridge
Glenys Oakes
Scott Smith
Anne Sotzik
Adele Sugars

Roster and Volunteer Coordinator
vacant

Receptionists
Kay Commons
Mary Doyle

Coordinator Document Delivery
Sandra Jones

Library Officers Document Delivery
Theresa Healy
Nicole Piontek

Bookshop Manager
Rosene Saks

Coordinator Public Orders
Zofia Carter

Library Officer Bookshop
Helen Watt

OUTREACH AND SUBJECT SPECIALIST TEAM

Manager
Sue North

Public Library Liaison Librarians
Vicky Carlyon
Janet Deegan
Steve McQuade

Community Liaison Librarian
Jane Jones

Education Officer
Emily Patterson

Better Beginnings
Nola Allen
Margaret Kett

Library Officer Better Beginnings
Julie Sheren

Battye Historian/Librarian
Malcolm Traill

Senior Subject Specialist Librarians
Steve Howell
Samantha Hughes

Subject Specialist Librarians
Joanna Andrew
Tricia Fairweather
Allison Fyfe
Frances Hammond
Leonie Hayes
Carmel McRobert
Pam Phelan
Lucia Ravi
Jo Roberts

RESOURCE SERVICES

Director
George Cowcher

Administrative Assistant
Jolanta Andres

ACQUISITIONS

Manager
Ross Withnell

ACCESSIONS

Team Leader
Sue Hegney

Library Technician
Wendy Monaghan

Senior Library Officers
Kim Bucchino
Deborah Jones
Valda Kiely

Library Officers
Renee Bouwes
Jo Brightman
Norm Brodal
Thomas Carter
Lucy Dal Busco
Antonetta Fernandes
Yvonne Grant
Tina Guariglia
Meredith Howell
Lorraine Karas
Linda Laycock
Susan McEwan
Kaye Moore
Maria Neale
Caroline Nightingale
Tracey Northcott
Jo O'Connor
Daniela Popiel
Kerry Randall
Renata Roberts
Jeanette Shepherd
Nicola Smith
Annette Stephens
Christopher Thyne
Ann Watt
Karen Young

Storepersons
Bengt Jorgensen
Catherine McIntyre

ORDERS

Team Leader
Catherine Kelso

Coordinators
Virginia Burris
Pat Hyde

Senior Library Officers
Helen Marsh
Pat Willans

Library Officers
Linda Davis
Anne Oakes
Rachel Turner

DISTRIBUTION

Team Leader
Karin Jones

Coordinator Discard Sales
David Hodgson

Senior Library Officers
Karen Godfrey
Brian Walker

Library Officers
Ewa Bieniawski
Maureen D'Rozario
Pam Gulley
Jennifer Harcz
Stephen Hassell
Helen Lysaght
Carolyn Mitchell
John Naturalny
Ruth Nitschke
Ian Shepherdson
Amrik Singh
Mohtarema Sultana
Bradley Williams

Van Drivers
Phillip Gilchrist
Robert Martin
Robert Nicholls

Storepersons
Phil Hough
Kay Murray
Gary Obrecht

PRESERVATION & MAINTENANCE

Manager
Pat Beament

CONSERVATION

Senior Conservator
Ulli Broeze-Hoernemann

Paper Conservator
Jonathan Schmidt

Book Conservation Officer
Timothy Cooke

Conservation Technicians
Susan Anderson

Library Officers
Teresa Epps
Louise Kilpatrick
Jennifer Leunig
Peter Thackray
Alan Wyncoll

REFORMATTING

Team Leader
Lee Blackford

Senior Imaging Officer
Toni Munro

Imaging Support Technician
Bob Diggens

Imaging Officers
George Borzyskowski
Les Tucker

Micrographic Technicians
Jennifer Crabtree
Rita Di Marco
Marie Jakovcich
Gayle McGlynn
Sandy McGlynn
Paul Mitchell
Donna Strickland
Carol Williams

Library Officers
Trish Bond
Sue Osmond
Diana Ridge

STOCK & STACK MAINTENANCE

Team Leader
Barry Dent

Senior Library Officers
Jeff Booth
Kathy Wilkinson

Library Officers
Ariehan Adikarta
Galina Alexandrova
Richard Barton
Adrian Bowen
Peter Burbak
Jennie Feehan
Rebecca Higgie
Jennifer Jenkins
Greg Kirby
Julie Moriarty
Michelle Newman
Clint Polman
Lynsey Scott
Pam Searle
Patti Szabo
Maria Vargas
Peter Wang

ACCESS

Manager
Monika Szunejko

ARCHIVE

Team Leader
David Whiteford

Archivists
Alison Hocken
Paige Luff
Glenda Oakley

Library Technicians
Annette Del Bianco
Roz McHale

Library Officers
Jason Biron
Helene Charlesworth
Steven Hellwig
Samad Selamat

CREATE

Team Leader
Kevin Marsh

Librarians
John Draffin
Robyn Edwards
Anne Keehan
Joan McKenna
Pamela Marciano
Kathy Rawlinson
Robin Robinson
Urszula Wiejowski

Library Technician
Sally Stiglmayer
Marek Toczylowski

E-TEAM

Librarians
Michelle Collier
Gabrielle Reynolds

QUALITY

Librarian
Molly Masiello
Urszula Wiejowski

Systems Coordinator
Debra Jones

HISTORICAL RECORDS RESCUE CONSORTIUM

Project Manager
Pat Beament

Imaging Technicians
Cynthia Coombs

Conservation Technicians
Maureen Blackford
Susan Crockett

STRATEGIC & CORPORATE SERVICES

Director
Mark Woodcock

Project Manager
David Ong

Adminstrative Assistant
Allison Nolan

PUBLIC PROGRAMS

Manager
Doug George

Publications and Display Officer
Dana Tonello

Marketing Officer
Vacant

CORPORATE SERVICES

Manager
Leanne Bicknell

Contracts Manager
Ian Kane

Senior Corporate Records Officer
Vacant

Team Leader Corporate Information
Geoff Carruthers

Corporate Records Officers
Grace Chiu
Win Wharam

DIGITAL SERVICES

Manager
Carolyn McDonald

Team Leader Digital Services
Simon Cleaver

Online Coordinator
Nick Cowie

Web Designer
Illona Tobin

Systems Administrator
Peter Toll

Applications Technical Support Consultant
Steve Elkins

Help Desk Officer
Andrew Macdonald

FACILITIES MANAGEMENT

Manager
Philip Golder

House Officer
Ben Hoper

Venues Coordinator
Anita Freeman

Venues Officer
Eugene King

Facilities Officer
Rob Reece

Van Dock Supervisor
Ian McMenemy

Duty Officers
Sam Earnshaw
Rimar James
Tim Riley
Des Tonge

Staff Achievements

Margaret Allen

» Member, Curtin University, BA Media & Information Advisory Board

» Member, ECU Library, Archives & Records Consultative Committee

» Member, Australian Libraries Copyright Committee

» Member, National and State Libraries Australasia (NSLA)

» Member, writingWA Board of Management

» Chair, Joint Advisory Committee

Nola Allen

» Member, WA Branch Children's Book Council of Australia committee

Joanna Andrew

» Member, WA Branch Children's Book Council of Australia committee

Pat Beament

» Member, Historical Records Rescue Consortium Management Committee

Andrew Black

» Board member, People Learn Productions Inc. (formerly Narkaling)

Vicky Carlyon

» Member, ALIA West Committee 2008

» Member, ATSILIRN 2009 Conference committee

» A strong belief in literacy for all has made the Bidyadanga Community Library a reality – first steps in the lifelong journey – joint presentation at Listen Up! Speak Up! ATSILIRN Conference, April 2008

George Cowcher

» Member, Historical Records Rescue Consortium Management Committee

Barry Dent

» Member, NSLA Stock Management Working Group

Allison Fyfe

» National Vice President, Australian Branch of the International Association of Music Libraries, Archives and Documentation Centres (IAML)

» IAML Representative, Music Council of Australia, Jul 2007 - Dec 2007

Jane Jones

» Convenor, WA Libraries Australia User Group

Margaret Robson Kett

» Participating Chair, Babies Need Books Children's Book Council of Australia National conference 2008

Steve McQuade

» Alumnist, Aurora Leadership Institute, 2008

» Member, ALIA New Generation Advisory Committee

Lucia Ravi

» From Information Gateways to Knowledge Gateways - presentation at Beyond the Hype 2008: Web 2.0, Brisbane, February 2008

» Member, NSLA Indigenous Library Services and Collections Working Group

Jonathan Schmidt

» President, WA Branch of AICCM

» Participant, Printed on Paper: The Techniques, History and Conservation of Printed Media conference, Newcastle-Upon-Tyne, UK, September 2007

Monika Szunejko

» Member, Libraries Australia Advisory Committee (elected representative)

Pearl Tan

» Member, Department of Culture and the Arts Regional Services Committee

Staff Awards

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 members 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. She was unfailingly helpful and courteous, and this award aims to recognise staff who display excellence in service delivery.

The award was given to the following staff in 2007–2008: **Jolanta Andres, Jennifer Jenkins, Jane Masterman** and **Peter Edwards**.

Mollie Lukis Award

The Mollie Lukis Award is presented to an individual or work team for their outstanding contribution to any aspect of appraising, collecting, arranging, preserving and making available materials which reflect the cultural heritage of Western Australia.

This award honours the contribution of Mollie Lukis, OBE and Fellow of the Library Board, who was the first State Archivist and, on her retirement, was in charge of the State Archives and the J S Battye Library of West Australian History. It was awarded for the first time in 2001 to mark Mollie Lukis' 90th birthday.

Pat Beament and the **Historical Records Rescue Consortium (HRRC) Project Team** received this year's Mollie Lukis Award. The Team comprised **Lindy Wallace, Fiona Caratozzolo, Tricia Fairweather, Colin Halbert, Jo-Anne Monaghan, Susan Landy, Annette Del Bianco, Andrew Black, Glenda Oakley, Alison Hocken, Cynthia Coombs, Les Tucker, Adam Lewis, Maureen Blackford, Susan Crockett, Susan Anderson, Donna Strickland, Debra Smith, Marina Gray, John Shafraz, Rebekah Lee, Kylie Jakobsen, Arie Adikarta, Julie Moriarty, Marie Jakovcich, Rita Di Marco, Moira Elsner, Carol Williams** and **Jenny Crabtree**.

The HRRC project has been the most important preservation project undertaken by the State Library. Under the management of Pat Beament and with the expertise, enthusiasm and dedication of the HRRC team and the support of State Library staff, the project has been an amazing success.

The progress of the HRRC project was closely watched by libraries and collecting institutions throughout Australia. Films never before available to the public can be viewed in public libraries, photographic images can be accessed on the internet from anywhere in the world and newspapers from every part of the state have been preserved and are now available. This is one of the most exciting preservation projects and its impact will be valued for all time.

Pat's personal contribution to the project has ensured that it has met – and exceeded – its planned outcomes and enabled significant Western Australian newspapers, photographs and film to be preserved for the future and made available, both in hard copy and digitally, for current and future research.

Workload Indicators

Workload indicators for 2007-08 operations and stock levels are provided on the following pages, along with figures for the previous four years

OPERATIONS	2003-04	2004-05	2005-06	2006-07	2007-08
Visitors to the Alexander Library Building	589,749	527,763	526,900	546,996	590,674

SERVICES TO WESTERN AUSTRALIAN HERITAGE COLLECTIONS

J S Battye Library

	2003-04	2004-05	2005-06	2006-07	2007-08
Information enquiries and consultancy	48,971	48,779	45,282	40,638	24,977
New researcher registrations	384	168	235	122	215
Material retrieved/reshelved after public use	134,971	131,589	116,026	85,440	83,024
New index entries	6,079	6,145	5,498	1,223	6,220

Preservation Services

	2003-04	2004-05	2005-06	2006-07	2007-08
Microfilm reels preserved	1,042	1,142	405	874	472
Microfilm jackets preserved	787	1,686	0	799	0
Negatives preserved	12,296	1,787	6,566	32,870	10,741
Items produced for outside orders	1,759	2,083	2,098	2,856	2,500
Protective encasements	2,164	1,683	1,457	679	769
Public enquiries	93	120	122	115	110

SERVICES TO PUBLIC LIBRARIES

	2003-04	2004-05	2005-06	2006-07	2007-08
Total public libraries & extension services	238	240	239	232	233
Additional volumes in public libraries - development stock	66,988	65,982	36,223	19,748	22,059
Volumes despatched on Exchange Program	360,868	484,754	475,227	443,750	430,653
Volumes repaired in-house	15,244	14,687	9,545	8,052	13,562
Information enquiries	1,752	1,429	2,738	1,496	2,034
Number attending training courses	61	39	1,025	448	4,273

2007 – 2008

Workload Indicators

» AS AT 30 JUNE 2008

OPERATIONS	2003-04	2004-05	2005-06	2006-07	2007-08
Document Delivery Services					
Number loan requests received	31,382	26,319	25,020	31,286	27,877
Number of copy requests received	948	889	934	1,299	1,200
Loans supplied	18,777	16,048	15,106	14,098	18,060
Copies supplied	750	805	836	805	715

SERVICES TO NON-HERITAGE COLLECTIONS

	2003-04	2004-05	2005-06	2006-07	2007-08
State Library					
Information enquiries	66,469	58,989	53,582	74,422	53,160
Stock reshelved after public use	219,195	199,000	188,236	165,592	121,261
Direct loans to clients (videos, scores, cassettes, scripts)	34,754	33,950	28,841	24,662	23,009
Total membership of State Library (loan collections)	9,600	10,648	8,300	9,223	9,736

USE OF INFORMATION TECHNOLOGY

	2003-04	2004-05	2005-06	2006-07	2007-08
Searches on State Library Database	4,684,968	5,683,745	7,574,950	14,530,410	22,122,173
Hits on the State Library Website	12,361,926	16,531,429	15,039,523	19,224,393	24,113,033
Searches on Electronic Resources	48,313	149,225	113,477	164,147	243,436
Number of records on the State Library database	1,035,847	1,085,653	1,151,657	1,220,218	1,287,816
Number of items linked to the database	3,369,045	3,432,339	3,429,288	3,555,131	3,612,316
Number of index entries in the database	154,358	173,490	192,519	200,622	206,577
Digital images available	10,524	11,902	21,214	49,775	58,628
Electronic resources archived to Pandora	103	188	204	75	223

Workload Indicators

OPERATIONS	2003-04	2004-05	2005-06	2006-07	2007-08
RESOURCE SERVICES					
Acquiring stock					
Number of orders raised	32,976	35,035	45,834	48,256	57,659
Items processed for Public Library stock	233,930	381,813	325,481	293,037	314,389
Serial issues processed for permanent collections	60,120	53,924	60,113	51,987	48,728
Cataloguing stock					
Total number of titles catalogued	32,626	40,259	42,529	48,348	53,739
Titles catalogued for Public Libraries	19,378	28,724	32,831	43,260	46,643
Titles catalogued for State Library	7,169	5,081	4,665	2,250	2,901
Titles catalogued for J S Battye Library	6,079	6,454	5,033	2,838	4,195
PUBLIC PROGRAMS					
Exhibitions / displays mounted	50	53	57	32	14
Total number of items published or printed	862	1,040	1,115	1,244	1,097

Workload Indicators

STOCK	2003-04	2004-05	2005-06	2006-07	2007-08

PUBLIC LIBRARY COLLECTIONS

	2003-04	2004-05	2005-06	2006-07	2007-08
Adult non-fiction	853,256	895,283	1,069,266	1,069,616	1,072,614
Adult fiction	663,333	698,587	811,221	847,670	873,436
Junior	688,608	731,972	854,549	870,456	883,457
Total stock	2,268,578	2,325,842	2,735,036	2,787,742	2,829,507

Special Formats (included above)					
Languages Other Than English (LOTE)	63,040	74,390	73,969	80,403	80,377
Large Print Books	198,222	200,485	198,540	201,247	201,947
Videos / DVDs	145,707	154,893	159,628	166,396	166,588
Audio Tapes / CDs / MP3	99,363	101,637	137,951	119,451	122,049
CD-ROM	18,962	29,269	19,553	18,723	18,751

WA DOCUMENTARY HERITAGE COLLECTIONS

J S Battye Library					
Monograph titles*	68,514	72,099	75,084	77,391	75,767
Monograph volumes*	106,340	111,458	116,039	119,557	138,432
Serial titles	14,632	14,889	15,410	15,553	15,805
Newspaper titles	875	877	877	877	877
Microfilm (reels)	14,656	14,980	15,558	15,834	16,349
Microfiche (metres)	15.2	15.2	15.2	15.2	15.2
Cartographic items	28,326	28,634	29,112	29,186	29,194
Ephemera (items)	80,251	82,367	83,055	85,553	90,988
Pictorial images	462,778	469,813	487,730	507,105	516,702
Pictorial collections	6,143	6,917	7,270	7,708	7,734
State Film Archives film & video reels	5,663	5,712	5,712	5,712	6,052
Oral history hours of tape	13,027	13,249	13,519	13,553	13,555
Oral history transcripts	3,492	3,638	3,789	3,801	3,803
Private Archives (metres)	2,917	2,993	3,048	3,077	3,104

Workload Indicators

STOCK	2003-04	2004-05	2005-06	2006-07	2007-08

OTHER INFORMATION SERVICES COLLECTIONS

State Library

	2003-04	2004-05	2005-06	2006-07	2007-08
Monographs (volumes)*	377,569	381,120	383,864	385,382	412,068
Current serials and newspaper titles	6,298	6,228	6,236	6,018	5,861
Microfilm (reels)	13,322	13,545	13,791	13,954	12,942
Microfiche (metres)	212	212.3	212.3	212.4	212.4
Scores	41,512	41,803	42,423	42,785	49,379
Musical sound recordings	15,230	15,206	15,170	15,295	15,295
Cartographic items	22,697	23,280	23,436	23,495	23,495
Film and video titles*	14,088	14,234	14,332	14,341	16,266

* In 2007-08 State Library moved from manual counts of some collections to counts from our library management system.
These new counts more accurately reflect the collections held.
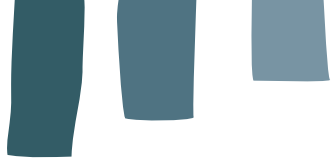
This page has been left blank intentionally.

This page has been left blank intentionally.