



 State Library  
OF WESTERN AUSTRALIA

# Annual Report 2017–2018

of the Library Board of Western Australia  
*66<sup>th</sup> Annual Report of the Board*





The State Library of Western Australia

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*66<sup>th</sup> Annual Report of the Board*

Perth Cultural Centre  
25 Francis Street  
Perth Western Australia 6000

## CONTACT US

T (08) 9427 3111  
T 1800 198 107  
(Western Australian country callers)  
F (08) 9427 3256  
E [info@slwa.wa.gov.au](mailto:info@slwa.wa.gov.au)  
W [slwa.wa.gov.au](http://slwa.wa.gov.au)

  [statelibrarywa](https://www.facebook.com/statelibrarywa)

## 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  
Public Holidays Closed



### COVER IMAGE

*The State Library building in the  
Perth Cultural Centre*

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

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

# Statement of Compliance

## Hon. David Templeman MLA

Minister for Culture and the Arts

In accordance with Section 61 of the *Financial Management Act 2006*, and in fulfilment of obligations imposed on the Board by the *Library Board of Western Australia Act 1951*, we hereby submit for your information and presentation to Parliament the Annual Report of the Library Board of Western Australia for the year ended 30 June 2018.

This Report has been prepared in accordance with the provisions of the *Financial Management Act 2006*, Treasurer's Instruction 903 and the *Annual Reporting Framework 2017–2018* issued by the Public Sector Commission.



### Dr Margaret Nowak AM

*Chairman*  
*Library Board of Western Australia*

6 September 2018



### Ms Sonja Heath

*Member*  
*Library Board of Western Australia*

6 September 2018

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## SECTION 1

## Chairman's Report



**Many of us take for granted being able to read something like this annual report. Indeed, while there are many in the community who have excellent literacy proficiency, sadly almost half of working aged Western Australians do not have the literacy skills needed to meet the demands of everyday life and work.**

Research has confirmed that there are links between literacy and other important aspects of life ranging from employment to health and community participation. Literacy is an essential key to opening the door to much that enriches our lives.

The Library Board has decided to tackle this problem. In July 2017 we launched our landmark document, *Literacy Matters: State Library of Western Australia Literacy Strategy 2017–2027*. Following this, I am pleased to report that we are collaborating with other government and non-government organisations to move this strategy forward. By championing literacy the State Library is demonstrating the critical role that public libraries play in our communities.

Speaking of public libraries, I was pleased to see that a new library opened late last year in Mandurah, Lakelands Library and Community Centre, the 232nd public library in the State. During the year we also saw the relocation of the Karratha Library to the City's Red Earth Arts Precinct and the Bullsbrook Library relocated to the Ethel Warren Bullsbrook Community Centre. It is also wonderful to see libraries offering something new, like the opening of the Innovation Lab in the Mirrabooka Public

Library. It is important to see the library sector expand and renew so it can continue to provide essential community services.

With a focus on the future, the Board and Executive Team have developed a Strategic Plan for the State Library to take us from 2018 to 2022. We have consulted widely on this with staff and other stakeholders. Due to be released in July 2018, the Plan will see the Library continue to be a place for everyone where transformation is encouraged through knowledge and new technologies.

Many of the Library's programs could not be delivered without the support of partners and donors. In December we were pleased to announce a new partnership with Minderoo Foundation to fund the From Another View project. This exciting project retraces and reinterprets Sir John Forrest's 1874 trek from Geraldton to Adelaide and will culminate in a major exhibition at the State Library in 2019.

December was a busy month for partnerships and donors as we also launched our Peer of the State Library of Western Australia program. This significant program encourages annual giving to the Library.

I am pleased to acknowledge our first Peers: Mr Robert O'Connor QC; Ms Anne Banks-McAllister AM; Ms Susan Parker; Mr Neil Bradley; Ms Elizabeth Frayne; Dr Pamela Statham Drew and Mr Nick Drew; Ms Margaret Allen PSM, a donor that wishes to remain anonymous and The Friends of Battye Library Inc who became our first Platinum Peer. A special thank you to the Peers and I look forward to recognising others in the future as we work together to make Western Australian stories accessible to all.

Another important role undertaken by the Board is to recognise excellence and innovation in the library sector. As part of this focus, we announced in May the winner of the Innovation and Excellence Award, the City of Armadale for its ConnectivED project. Linked to the launch of the NBN in Armadale, ConnectivED was a pilot project to provide free portable internet access to local, disadvantaged Year 11 and 12 students with aspirations of higher education. ConnectivED was an excellent example of public library innovation in the delivery of services and removal of the divide between those in the community that can and cannot afford internet connections that have become critical to further education aspirations.

I would like to take this opportunity to congratulate a fellow Board Member, Anne Banks-McAllister, on being awarded a Member of the Order of Australia in the Queen's Birthday Honours for "significant service to women through roles advancing gender equality, particularly in local government".

Earlier in the year, Margaret Allen, Chief Executive Officer and State Librarian, was awarded a Public Service Medal in the Australia Day Honours List "for outstanding public service to the libraries sector in Western Australia". Appointed to her position in 2004, Margaret has demonstrated an outstanding commitment to libraries and librarianship, early childhood literacy, Indigenous heritage, copyright and information science education.

I would like to thank Margaret, the Executive Team and all of the wonderful staff and volunteers for their hard work and professionalism during what has been another challenging year. Machinery of Government changes added complexity to the agency over the past year. However, despite this the State Library has continued to deliver excellent service and welcomed visitors through its doors to enjoy a wide range of activities, services and programs.

To the Library Board, my sincere gratitude for your dedication and enthusiasm over the past 12 months. We farewelled Councillor Keith Yong who left the Board in October 2017 and offer a warm welcome to Mr Mark Casserly and Councillor Jenny Archibald who joined in May 2018.

I look forward with confidence to the next financial year and I take pleasure in submitting the State Library's Annual Report for 2017–2018.

**Dr Margaret Nowak AM**  
*Chairman of the Library Board of Western Australia*

## SECTION 1

# Chief Executive Officer's Report



**In 2017–2018 the State Library welcomed more than 1.1 million visitors to the building and over 1.2 million online visitors from across Western Australia and the world, making us again one of the most visited cultural organisations in Western Australia. These figures highlight our trusted and respected contribution to the information and cultural life of our State.**

In December 2017, we commenced a new strategic planning process to develop a framework to guide our development and priorities from 2018 to 2022. Community feedback about our services and our role in collecting, preserving and making available the unique Western Australian story was very positive. Opportunities to improve access to our collections in the online environment and the need to further develop staff capabilities to meet future needs in both digital and traditional collecting and services were identified as priorities. These priorities will be reflected in our plan along with the strengthening of our core role preserving Western Australia's documentary heritage for future generations.

The Library continued to work with our National and State Libraries Australasia (NSLA) partners to develop a national e-deposit system which will provide an innovative, robust but streamlined way to collect and preserve Western Australia's digital documentary heritage. NED, as it has been branded, will be an easy to use, online portal to deposit digital publications that will simultaneously comply with both

Western Australian and national legal deposit obligations. NED will streamline the deposit process for digital material for publishers and the community as well as provide a cost effective and sustainable way for the Library to enact its obligations under the *Legal Deposit Act 2012*. It is expected to be operational early in 2019 and will enable us to capture Western Australian digital materials that may otherwise not been made available. We are particularly pleased at the progress of this collaboration given that we have been involved since inception as one of the three project initiating NSLA libraries.

Our Better Beginnings family literacy program, now in its 15th year, was recognised internationally as a Best Practice Honoree in the 2017 US Library of Congress Literacy Awards acknowledging our success in applying research validated practices in the program. This year we expanded the range of Better Beginnings materials, working in partnership with VisAbility, to include a braille board book and other specifically targeted resources for families with a vision impairment.

In December 2017, the Minister for Culture

and the Arts, the Hon David Templeman MLA released the Western Australian Public Libraries Strategy which identified five priority areas intended to guide the continued transformation of public libraries to meet the diverse and changing needs of Western Australian communities. A three month public consultation period followed with stakeholder workshops and consultation as well as an online survey for local government staff and the community. Almost 1,300 responses were received, with over 70 per cent of responses from community members. The level of support within the community for public libraries and the services they offer was unequivocal with free and seamless access to a broad range of quality reading materials and community programs highly valued. A working group with local government and the public library network has begun to work through implementation plans for the Strategy.

On 1 July 2017, the Library was allocated administrative responsibility for the State Records Office to provide support for its operations across a range of functions including human resources and preservation services. With no changes to the *State Records Act 2000*, the role and independence of the State Records Commission and the State Records Office remains unchanged. The Library is providing administrative support to assist the Office in its legislated responsibilities.

In April 2018, the Library welcomed the Aboriginal Culture and History (WA) team from the Department of Local Government, Sport and Cultural Industries into the

building. As well as working broadly in the community to connect Aboriginal culture and history and promote reconciliation, the team provides invaluable support and assistance to Aboriginal people by researching family histories to identify ancestral information and links and support for Native Title research. Drawing heavily on the resources of the Library and State Records Office for their work, the team's colocation within the building is already identifying opportunities for future collaborations around access to material for and about Aboriginal peoples.

I would like to acknowledge Library Board Chairman, Dr Margaret Nowak AM who has been a Board member since 2002 and was recognised for her service to the Library, amongst other organisations, in the Queen's Birthday Honours with the award of an AM (Member of the Order of Australia). I would also like to thank the members of the Library Board of Western Australia, who as volunteers give generously of their time and expertise.

Staff continue to amaze and inspire me with their creativity and commitment to the work of the Library in its service to the community and this report provides insight into their significant achievements over the past year in an environment of continual change. I would also like to thank our many volunteers who assist us daily to serve the Western Australian community.

Margaret Allen PSM  
Chief Executive Officer and State Librarian

## SECTION 1

## Executive Summary

Throughout 2017–2018, the State Library of Western Australia prioritised its initiatives outlined in *Strategic Directions 2013-2017*.

Each calendar year, the State Library has a theme for exhibitions, events and programs. In 2017 the theme was Reimagine Your Story which invited Western Australians to explore the diverse stories that have shaped this State. In 2018 the theme was Know Your Place where the invitation was to explore the importance of place in the State's history.

Highlights against strategic directions included:

- ➔ **Welcoming** more than 1.1 million in person visitors to the State Library building with a similar number of visitors welcomed online.
- ➔ **Celebrating** an international honour - the Library's Better Beginnings family literacy program was awarded a prestigious Best Practice Honoree at the 2017 US Library of Congress Literacy Awards in Washington, DC.
- ➔ **Building** early childhood literacy - Better Beginnings continued to promote literacy to all Western Australian families with newborn babies, distributing more than 32,000 literacy packs across the State.
- ➔ **Partnering** with the Real Estate Institute of Western Australia to present an exhibition marking the one hundredth anniversary of an organisation that has been a key part of many Western Australians

finding their place.

- ➔ **Hosting** an exhibition celebrating Dame Lynley Dodd's character Scarface Claw that attracted more than 15,000 visitors and featured the launch of the book *The Life and Times of Scarface Claw* that saw hundreds of families pack the Library.
- ➔ **Launching** *Literacy Matters: State Library of Western Australia Literacy Strategy 2017–2027* that will see the Library partnering with key government and non-government organisations to develop a coordinated approach to the provision of literacy services.
- ➔ **Engaging** and inspiring the community – the Library's Disrupted Festival of Ideas weekend attracted an audience of more than 10,000 people in person and online.
- ➔ **Collecting** Western Australian heritage materials both historical and contemporary from hand coloured lithographs of early Albany and maps showing early exploration of the west coast of Australia through to stunning photographs of remote Kimberley communities and material related to the Commonwealth marriage law postal survey.
- ➔ **Expanding** digital reach and services with more than 100,000 physical objects digitised and made available online and the continued growth of e-resources, including e-books, e-magazine and e-audiobooks, with more than 1.5 million loans by public library members across the State.
- ➔ **Establishing** a partnership with the Minderoo Foundation, the From Another View project, a reinterpretation of the 1874 exploratory trek from Geraldton to Adelaide by explorer John Forrest.

Achievements against strategic directions are outlined in Section Three of this report.

Significant issues facing the State Library mainly

arise from the challenges of delivering equitable contemporary library services to a population growing in size, diversity and sophistication of information needs spread across a vast land area, all within a constrained budgetary environment.

Key performance indicators:

- ➔ 23,734 items were added to State Library heritage collections; this was 18.7 per cent lower than in the previous year.
- ➔ The ability to maintain target environmental condition for heritage collections was impacted by the installation of the Cultural Centre Central Energy Plant with conditions not meeting targeted ranges for 15 per cent of the year.
- ➔ Use of collections on-site and online was 3.2 per cent less than the previous year. The number of people that engaged with Library services reduced to a number equating to 82 per cent of the Western Australian population.
- ➔ Public library collections and content was accessed over 2.6 million times during the year, an increase from the previous year mainly due to the growth in popularity of e-resources, which is now ten per cent of total loans.
- ➔ State Library clients continue to be highly satisfied with collections and services with 92.8 per cent rating themselves satisfied or highly satisfied.

Key efficiency indicators:

- ➔ All cost indicators rose from the previous year. The average cost of adding an item to the heritage collection was \$422.31 while the average cost of administering services to each public library was \$69,793 and the average cost of each engagement with Library services was \$4.37.

Full details of key performance indicators can be found in Section Five of this report.



## Overview

### SECTION 2

## About us

The State Library of Western Australia enriches the lives of all Western Australians by treasuring their stories, building, preserving and sharing physical and digital collections, while reflecting the State's rich heritage and history.

### Enabling Legislation

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

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

### Responsible Minister

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



📍 Rothschild Prayer Book exhibition opening at the State Library, January 2018

### State Library Mission

For the benefit of all Western Australians, the State Library:

- ➔ Treasures the stories of Western Australia
- ➔ Champions literacy and learning
- ➔ Cultivates creative ideas
- ➔ Leads the development of the Western Australian public library network

### Values

State Library staff embrace the following values in the way they work and when planning and delivering services:

- ➔ Access for all

- ➔ Generosity of spirit towards our clients and colleagues
- ➔ Cherishing our stories
- ➔ Sharing expertise
- ➔ Fostering excellence in all that we do
- ➔ Embracing learning and knowledge

### Strategic Directions

As outlined in the *Strategic Directions 2013–2017* document, the State Library works continuously to improve services and processes, meet governance obligations, support staff as a learning organisation, consult with the community, and collaborate effectively with partners.

## SECTION 2

# Library Board of Western Australia

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

Chairman, Dr Margaret Nowak AM, was re-elected by members at the December 2017 meeting of the Library Board in accordance with the *Library Board (Conduct of Proceedings) Regulations 1955*.

Councillor Keith Yong, representative of the City of Perth, resigned from the Board during the reporting period. In May 2018, Mr Mark Casserly was appointed as the representative for the Western Australian Local Government Association and Councillor Jenny Archibald was appointed as the representative for the City of Fremantle.

The Board met on six occasions and carried out its responsibilities in line with relevant legislation and the Library Board Charter and Code of Conduct.



**Emeritus Professor Margaret Nowak AM**  
*Chairman*

Margaret Nowak is a Curtin University Emeritus Professor and an academic economist with research interests in corporate governance and labour market economics. She was the founding Director of the Curtin Graduate School of Business, Curtin University, a position she held from 1993 to 2004. Dr Nowak has served on several government and community boards and is a Fellow of the Australian Institute of Company Directors. In 2018, Margaret was awarded a Member of the Order of Australia medal.



**Councillor Deborah Hamblin**  
*Vice Chairman*

Deborah Hamblin is the Deputy Mayor of the City of Rockingham and has actively promoted the importance of libraries and education for the past ten years on Council. She is passionate about joint-use libraries and assists other Australian libraries investigate the opportunities that this can offer. Cr Hamblin has been a member of a variety of management boards and is currently a member of South Metropolitan TAFE Governing Council, Murdoch University's Banksia Association and Western Australian Local Government Association's South

Metropolitan Zone Council. She holds a bachelor degree from Murdoch University, a post graduate qualification from Curtin University and is an Associate Member of the Australian Library and Information Association.



**Ms Anne Banks-McAllister AM**

Anne Banks-McAllister started her career as a cadet of the Library Board of Western Australia before managing public library services in Perth. She has held the positions of President of the Western Australian Local Government Librarian's Association and President of the Western Australian Branch of the Australian Library and Information Association. Anne moved into executive roles in local government including Chief Executive Officer of a metropolitan local government. She currently works for the Western Australian Local Government Association, is a Fellow of the Australian Institute of Company Directors and an experienced non-executive director in the not for profit a sector. In 2018, Anne was awarded a Member of the Order of Australia medal.



**Ms Catherine Clark**

Catherine Clark is the Curtin University Librarian and Director of the John Curtin Prime Ministerial Library. Prior to commencing at Curtin University, Catherine had a long career at the University of Western Australia including in digital research and delivery of information technology and library services. She has been an active member of national and international professional committees and groups including as Chair of the Libraries of the Australian Technology Network of Universities.



**Mr Martin Clery (Ex-officio)**

Martin Clery is Assistant Executive Director, Teaching and Student Services Support in the Department of Education's Statewide Services Division. In this role he oversees the curriculum and student support services delivered to public schools across the State. He also represents the Department of Education on a variety of inter-agency policy and advisory groups. Martin began his career in education as a teacher in 1990 and has worked in secondary schools in both regional and metropolitan locations. He has held a variety of school and curriculum support roles with the Department of Education.





Members of the Library Board of Western Australia, March 2018



#### Mr Richard Giles

Richard Giles is the General Manager and Planning Director at Adapptor, a creative applications company which produces useful, playful and powerful apps for mobile devices and the “Internet of Things”. Richard began his career in technology in 1990 and has worked in a number of roles in the United Kingdom and Australia including building corporate websites, lecturing about online commerce at Curtin University, building businesses online, creating mobile apps and writing books.



#### Ms Sonja Heath

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



#### Councillor Kaye McGlew

Kaye McGlew is a Councillor on the Shire of Dandaragan and has held roles of Deputy President, chaired a number of working parties and committees, including reference groups.

Kaye began her career as a secondary teacher, working in metropolitan and regional locations throughout Western Australia, holding management and curriculum leadership roles over this period including School Librarian. She is currently a Youth Worker and represents Avon Youth on a number of inter-agency and strategic planning groups. Kaye is passionate about building business and economic capacity in the regions, and is the inaugural and current Chair of the Dandaragan Community Resource Centre.



#### Mr Duncan Ord OAM (Ex-officio)

Duncan Ord is the Director General of the Department of Local Government, Sport and Cultural Industries. He has worked in the arts industry for more than 30 years and in Government

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



#### Dr Dorothy Wardale

Dorothy Wardale has been a Leadership Development Consultant for 25 years, across the public and private sectors. She has also worked as an academic and in people management roles at

various Government departments. She is interested in strategy and people development. Prior to taking up this board position, Dorothy’s Board experience spanned theatre arts boards, a not-for-profit and executive education and development. Dorothy is currently the Director, Corporate and Professional Development at Edith Cowan University.

## SECTION 2

# Formal Committees of the Board

The Library Board has three committees to assist in the performance of its functions. The formal committees of the Board and their membership, as at 30 June 2018, are as follows:

## Finance Committee

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

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

## Audit and Risk Committee

Oversees the audit and risk management functions of the Library.

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

## Policy and Legislation Committee

Advises on matters affecting Library Board legislation and policy.

**MEMBERS:** Catherine Clark (Chair, Board representative), Sonja Heath (Board representative), Kaye McGlew (Board representative), Margaret Allen (CEO and State Librarian, State Library, Executive Officer), Oliver Gatty (Manager Strategic Projects, State Library, observer).

In September 2017, the Library Board disbanded the Foundation Council, a committee of the Board, after a decision was taken to make fundraising an internal Library activity.

## Key Legislation

### Legislation and Regulations administered by the Library Board

- ➔ *Library Board of Western Australia Act 1951*
- ➔ *Legal Deposit Act 2012*
- ➔ *Legal Deposit Regulations 2013*
- ➔ *Library Board (Conduct of Proceedings) Regulations 1955*
- ➔ *Library Board (Registered Public Libraries) Regulations 1985*
- ➔ *Library Board (State Library) Regulations 1956*

### Other key legislation impacting on the Library includes:

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



# Agency Structure



**Margaret Allen PSM**  
Chief Executive Officer and State Librarian

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



**Barbara Patison**  
Acting Director, Collection Services

Collection Services manages and develops the State Library's physical and digital collections and associated data, through collection activities and systems encompassing acquisition, processing, storage, preservation, digitisation, distribution and access. Rural and remote local governments are supported with the selection and management of materials for their public libraries.



**Chris Penwald**  
Director, Strategic and Corporate Services

Strategic and Corporate Services supports the organisation in the areas of financial management and budget planning, human resource services and building management. Some information and communication technology services and human resources services, building maintenance services, payroll and financial

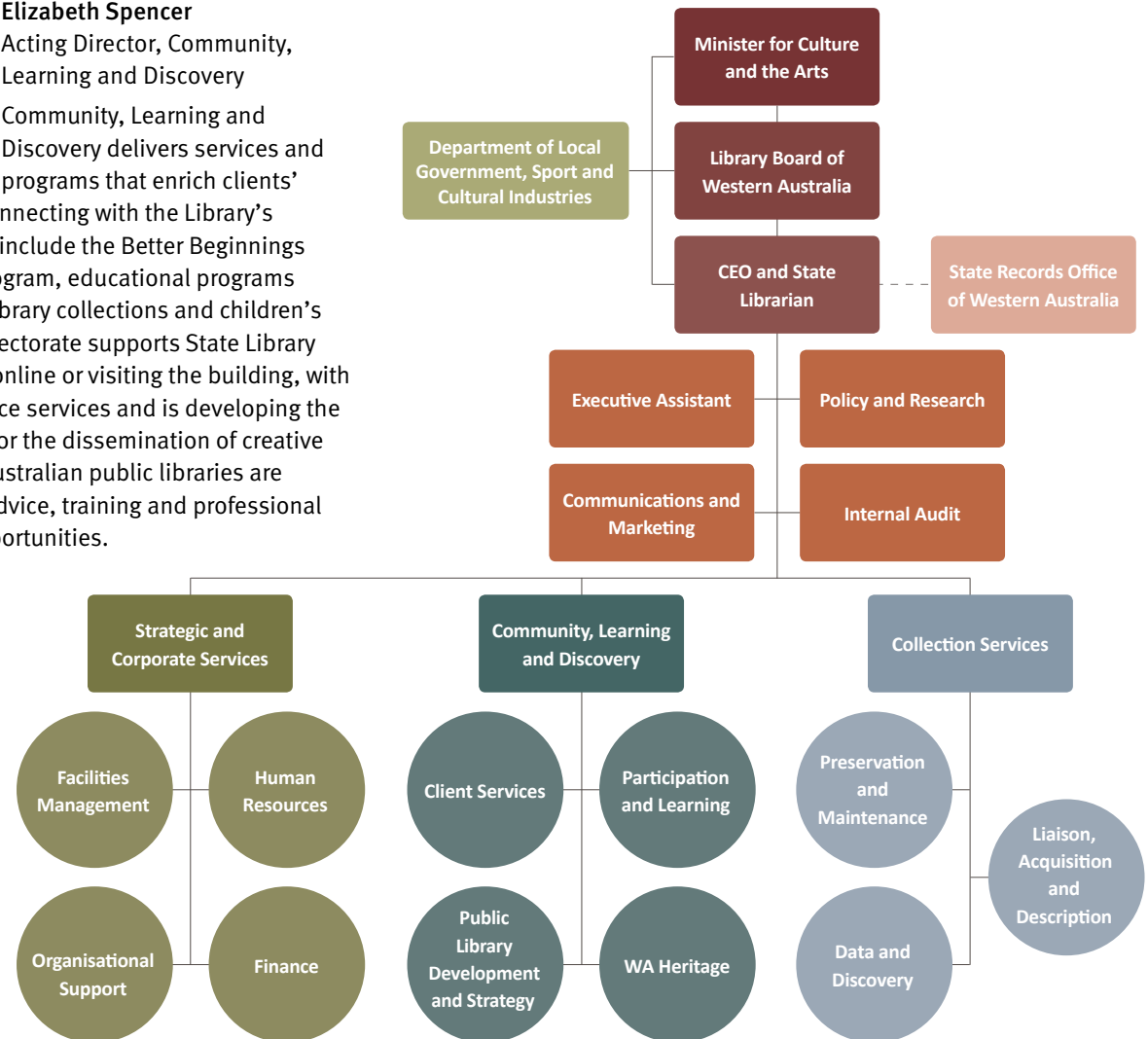
processing are provided in collaboration with the Department of Local Government, Sport and Cultural Industries and managed through this Directorate.



**Elizabeth Spencer**  
Acting Director, Community, Learning and Discovery  
Community, Learning and Discovery delivers services and programs that enrich clients' experiences in connecting with the Library's resources. These include the Better Beginnings family literacy program, educational programs based on State Library collections and children's activities. The Directorate supports State Library clients, whether online or visiting the building, with specialist reference services and is developing the Library as a hub for the dissemination of creative ideas. Western Australian public libraries are supported with advice, training and professional development opportunities.

processing are provided in collaboration with the Department of Local Government, Sport and Cultural Industries and managed through this Directorate.

# Organisational Chart



## SECTION 2

# Performance Management Framework

## Relationship to Government Goals

The Government's goals are supported by three specific outcomes linked to the Library's Strategic Directions 2013–2017. Specific achievement against these outcomes are detailed in the Agency Performance section of this document.

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



## SECTION 2

# Shared Responsibilities with Other Agencies

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

- ➔ Works with the **Department of Local Government, Sport and Cultural Industries** as a portfolio agency and offers space in the State Library building to Department staff including **Aboriginal Culture and History WA**.
- ➔ Partners with Western Australian local governments (including Australia's Indian Ocean Territories) to deliver public library services and family literacy programs.
- ➔ Delivers the Better Beginnings program through public libraries, in partnership with local governments, **Child and Adolescent Community Health, WA Country Health Service, and the Department of Primary Industries and Regional Development and the Department of Education** (through Child and Parent Centres); and in collaboration with the **Department of Justice (Corrective Services)**, and the **Adult Migrant English Program** delivered by **North Metropolitan TAFE**.
- ➔ Administratively responsible for the **State Records Office of Western Australia** and provides support with preservation services, marketing, finance, human resources and the use of spaces within the State Library building for storage, offices and service delivery to clients.
- ➔ Shares a library management system with the **Department of Health** libraries.
- ➔ Partners with the **Office of Multicultural Interests** in the delivery of a resource collection supporting community language schools.
- ➔ Delivers information and reference services to officers of the **Department of the Premier and Cabinet, Department of Treasury, Department of Finance and the Public Sector Commission**.
- ➔ Shares Internal Audit resources with the **Art Gallery of Western Australia** and the **Western Australian Museum**.
- ➔ Offers the use of space in the State Library building to the **Western Australian Museum** for a discovery centre and retail outlet.



RTRFM Alternative Frequencies exhibition, November 2017

Agency Performance  
Key achievements  
against Strategic Directions

SECTION 3

# The State Library of Western Australia treasures the stories of Western Australia

The continued prosperity of our State and nation depends on a strong connection with the past for the benefit of present and future generations. Our connection with the past is built on documentary, visual and oral heritage which, when preserved, create an archive which helps tell the social, political, economic and cultural history of Western Australia.

Across the State, individuals, organisations and communities make important contributions to this collection by recording and sharing their unique perspectives of the past. Developing, managing, preserving and making these Western Australian stories accessible to all supports research, innovation and the creation of new knowledge.



↑ Cottesloe Beach with the Centenary Pavilion in the background c.1962

#### THE STATE LIBRARY WILL:

- ✦ Build, preserve and make accessible a comprehensive collection of materials which reflects the many facets of Western Australia's history and development.
- ✦ Highlight the importance of Western Australia's documentary heritage and its value to society.

Building, preserving and making accessible a comprehensive collection of materials which reflect the many facets of Western Australia's history and development.

## Collections

In 2017–2018, significant items added to the State's heritage collections included:

#### OOSTERDEEL VAN DER OOST INDIEN MAP

This map by Arnold Colom, c1658, shows the coastlines of Southeast Asia, Indonesia and south west Australia. The series title is commonly cited as Remarkable maps of the 15th, 16th and 17th centuries. The map has been digitised and is available online.



### SAM LOVELL COLLECTION

A visual record of recent Kimberley history and Sam Lovell's life; he worked on cattle stations along the Gibb River Road and took photographs with an old box camera, documenting the cattle industry, mustering camps, landscape, and people he met. This personal archive is a significant addition to the pictorial collection and the State Library's Storylines online archive for Aboriginal history. Sam Lovell was awarded an OBE in 2003 for his services in developing Indigenous tourism.

### PALACE HOTEL PHOTOGRAPH ALBUM

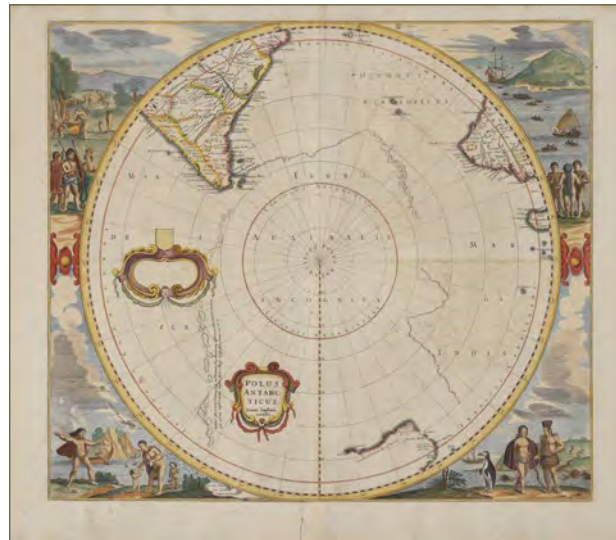
This leather embossed album contains 18 large colour photographs promoting the Palace Hotel's (St George's Terrace) function rooms in the 1970s. The photographs provide an important visual record of the hotel's architectural features, décor and furnishings, table settings, staff uniforms and wedding fashions. The album is accompanied by loose photos and ephemeral items such as hotel postcards, letterheads, invitations, coasters, and a matchbook.

### HAND-COLOURED LITHOGRAPHS

Five hand-coloured lithographs by J. de Sainson from the voyage of 1826–1829 by J. Dumont D'Urville. They depict Albany harbour, habitations and Aboriginal people, representing the French explorers' earliest impressions of the people and scenery of southern Western Australia. The lithograph prints have been digitised and are available online.

### SERPENTINE COTTAGE RECORDS

The property was taken up in 1849 by John Giblett and Stephen Longbottom and sold in 1861 to Bishop Hale



*Polus Antarcticus Henricus Hondius excudi, Hendrik Hondius, 1641*

who built a cottage in 1862. In 1866, Henry Lefroy purchased the property. The cottage passed through several family members. The surrounding land was gradually sold or resumed by the Government and only the cottage block remains. In 2000, the cottage was restored by the then owner, George Lefroy. The collection of papers shows land transactions, renovations, uses and potential uses of the property and other information. It is a remarkable history of an early Western Australian property which has remained in the Lefroy family for over 150 years.

### INGETJE TADROS PHOTOGRAPHS

Award-winning photographer and photojournalist Ingetje Tadros has spent years documenting the lives of people in remote communities in Australia. This collection of 130 digital photographs (2010–2016) adds to the collection acquired in 2016–2017 of Indigenous communities in the Kimberley region featuring confronting and provocative images of displacement, alcoholism and ill-health, gambling and fighting, grief and despair. The photographs are available online by searching for the photographer's name in the [State Library catalogue](#).

### POLUS ANTARCTICUS MAP

A second version of the Polus Antarcticus (Southern Hemisphere) map was acquired completing the State Library's collection of all four versions. These are hemispherical maps centred on the South Pole to the Tropic of Capricorn and include southern parts of South America and South Africa and the west and south coasts of Australia with relief and vegetation shown pictorially. First published by Henricus Hondius, and subsequently by Jansson, De Wit, Gerard Valk and Pieter Schenk in four varying states and produced in a number of languages including Dutch, Latin, French and German translations over a period from 1637 to 1680, with slight changes made following new explorations and as information became available. The map has been digitised and is available online.

### SECRET FLEETS FILM

This 55-minute documentary features eyewitness accounts and 16mm colour film taken by United States submarines operating from a secret base in Fremantle during World War II. It tells the little known story of how this base later included British and Dutch submarines and changed the naval war against Japan. The collection also includes a camera, archive and research tapes.

### MESSAGE TO AUSTRALIA PUBLICATION

This report was published and donated by the Royal Commission into Institutional Responses to Child Sexual Abuse and contains over 1,000 hand-written messages from survivors of child abuse to share with the Australian community. This important publication is only available in state and territory libraries and the National Library of Australia.



View of a pond near King George Sound, Albany, 1826–1829

### WAROONA AND YARLOOP BUSHFIRE IMAGES, JANUARY 2016

This collection of digital images includes before and after views of Yarloop Hospital, fire-fighting efforts on the ground and by helicopter, the evacuation point at Preston Beach during the emergency, and the devastating aftermath of the fires on farming communities and pine plantations in the area. The images are available online.

### SPORTING PHOTOGRAPHS AND MEMORABILIA

Two collections of sporting photographs and memorabilia compiled by Gwendoline Isabel Bull (1914–2000), of Busselton. Gwen Bull was involved in sporting committees

and received an OAM in 1987 for her service to women's athletics. Her photograph album of the 1940 Australian Championships Perth includes 28 black and white photographs of sporting events and official ceremonies with a list of competing states and representatives. The collection also includes badges and an autograph album.

The second collection was compiled while Gwen was Australian team manageress for the Australian Olympics and Western Australian Women's Amateur Athletics in 1952. This album includes photographs of the athletes and travels after the games.

### MARRIAGE LAW POSTAL SURVEY AND LOCAL GOVERNMENT ELECTION EPHEMERA

The State Library collected ephemera relating to the Australian marriage law postal survey (conducted by the Australian Bureau of Statistics) from September to November 2017. Materials included flyers, posters, stickers and badges from Western Australian branches of political parties, churches, student groups and other community groups.

Posters, flyers and badges relating to the Western Australian local government ordinary elections, held on 21 October 2017, were also collected.

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

The State Library holds a significant collection of illustrations from Australian children's picture books. The collection is named in appreciation of Dr Peter Williams who has donated illustrations from his personal collection since 2006. New items added in 2017–2018 included:

- ➔ collection of artwork and archival materials relating to *Steve Goes to Carnival* by Joshua Button and Robyn Wells and published by Western Australian Indigenous publisher, Magabala Books;
- ➔ seven illustrations and supporting archival materials relating to the picture book *Stranded* by Mark Wilson; and
- ➔ twelve original Shaun Tan artworks.



## ORAL HISTORY PROGRAM

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

**Shire of Irwin/Dongara collection** – 30 interviews with local residents chronicling the history of the town, community and region.

**Working the Wheat Bins collection** – Series of interviews by broadcaster and historian Bill Bunbury describing the experiences of city dwellers working on wheat bins in regional Western Australia.

**Yalgoo collection** – 29 interviews chronicling the area's history including some from the early 1920s. Used by Lorna Morrissey for her book, *Tall Tales and True from Historic Yalgoo*.

**Mining and Energy Archive** – As part of the Mining and Energy WA Archive, the Library continued the oral history program and interviewed four people with a variety of roles and experience in the mining and energy sector.

**Former Parliamentarian program** – As part of a long-standing relationship with the Western Australian Parliament, oral histories of former Parliamentarians are recorded. The Parliamentary History Advisory Committee select the candidates to be interviewed and the former Parliamentarians can choose to have their oral history embargoed or made available online from the Library's catalogue. Interviews completed this year included:

- ➔ [Eric Ripper](#), former Member of the Western Australian Legislative Assembly
- ➔ [Nick Griffith](#), former Member of the Western Australian Legislative Council
- ➔ [Ljiljana Ravlich](#), former Member of the Western Australian Legislative Council



Some of the Ken Shirley collection generously donated to the State Library in September 2017

## PRESERVING AND MANAGING COLLECTIONS

Conservation work continued to ensure Western Australia's cultural and documentary collections were preserved with more than 200 treatments of objects completed, ranging from basic cleaning to major repairs. More than 1,500 custom made boxes were produced as the boxing of rare materials and heritage items protects these precious and fragile items. This work is a preventative conservation measure and is an effective way of extending the item's life.

During 2017–2018, the conservation team prepared over 140 objects for display in State Library exhibitions, giving the public access to collection items normally stored for their preservation. This included any necessary treatment, framing or creating a stand for each object.

Progress was made during the year to improve collection storage standards and provide specialised storage for heritage collections. A total of 210 linear metres of new compactus shelving was installed to increase the capacity of the pictorial collection and work is ongoing to re-house preservation collections.

## PRESERVING AND ACCESSING NETWORKED DOCUMENTARY RESOURCES OF AUSTRALIA (PANDORA)

Pandora is the National Library of Australia's internet archive dedicated to the preservation of long-term access to significant Australian websites. The State Library contributes to Pandora by identifying and capturing relevant Western Australian content. During the year, the Library archived 138 titles with a total data size of 32.24 gigabyte.

- ➔ A significant [collection](#) was digitally curated for the 2018 Cottesloe by-election campaign.

Websites archived in 2017–2018 included:

- ➔ [International Centre for Radio Astronomy research](#)
- ➔ [Photographs of Western Australia by Mignor](#)
- ➔ [Western Australian Energy Research Alliance](#)





↑ Digitising State Library printed materials so they can be preserved and made accessible

## DIGITISATION

The State Library continued to digitise significant collections of Western Australian heritage material to preserve and make them more widely available. Digitisation is the process of converting information in a physical format to a digital format. During the year 106,759 digital objects were created and of these, more than 41,000 were made available through the Library's catalogue. More than 65,000 objects were pages digitised using a new multi-page loose leaf scanner. This scanner has allowed the Library to undertake mass digitisation of typewritten oral histories transcripts.

A total of 154 audio recordings were digitised. Of these 131 were reel-to-reel tapes that required conservation treatment prior to digitisation. This year, external funding for the digitisation of materials was received from the Office of Multicultural Interests and Rio Tinto. A project to digitise about 70 cassette tapes was undertaken for the State Records Office.

Significant items digitised included:

- ➔ [John and Alexander Forrest's exploration diaries about the search for Ludwig Leichhardt, 1869 and expedition into Central Australia, 1874](#)
- ➔ 670 real estate plans. For example, [Surbiton Estate Bayswater, 1911](#)
- ➔ [Animals at the Zoo, 1932](#). Supplement to *The Western Mail* March 10, 1932
- ➔ A pictorial record of [West Australian Petroleum Pty. Ltd. operations](#)
- ➔ [Photographs of Samuel Rea's time in the police force in the Kimberley region 1918–1922](#)

The State Library continued to partner with Australian libraries in a digitisation program to make available all Australian newspapers that are out of copyright (generally newspapers published prior to 1955). This year, the Library contributed 75 microfilm reels, made up of six Western Australian newspaper titles (45,707 pages), for digitisation. Papers digitised included the *Red Star*

1932–1936, *Workers Star* 1936–1951, *Mount Barker and Denmark Record* 1929–1949, *Weekly Gazette Goomalling* 1924–1946, *The Dowerin Guardian and Amery Line Advocate* 1927–1954 and *Mullewa Mail* 1921–1947. Once digitised, the newspapers are made available on Trove, the national discovery tool for Australian libraries, museums, archives and other research organisations.

In 2017–2018, there were 3.8 million page views of Western Australian newspapers on [Trove](#).

## MINING AND ENERGY ARCHIVE WA (MEWA)

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

To date, work has included an audit of existing collections, development of a collection strategy, the acquisition of a large collection of materials documenting the history of Rio Tinto's operations in the Pilbara and liaison with companies and peak organisations in the mining and energy sector to raise awareness of the initiative and augment existing collections.

New collection materials donated to the Library over the past year included BHP Billiton photographs documenting the work of Thursday Islander contractors building the Mount Newman railway. Another significant acquisition was the Ken Shirley collection of field books and papers documenting the life of the prospector and discoverer of the Mount Windarra nickel deposit in 1969 that led to the Poseidon share market boom.



Part of the large crowd at the launch of *Scarface Claw, Hold Tight!*

## Highlighting the importance of Western Australia's documentary heritage and its value to society.

### Exhibitions

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

#### **BOTANICAL WONDERLAND**

The Botanical Wonderland exhibition, a partnership with the Western Australian Museum and the Royal

Western Australian Historical Society, was held at the State Library from August to September 2017. Celebrating Western Australia's identity as the Wildflower State, it featured original items from the collections of all three organisations. The Library contributed hand-coloured photographs of wildflowers, pressed wildflowers, wildflower watercolours and children's wildflower art.

#### **ARE WE THERE YET?**

Curated by Books Illustrated and displayed in the State Library's Story Place Gallery from August to October 2017, this exhibition was based on the award-winning Alison Lester picture book, *Are We There Yet?* It featured

original illustrations, travel diaries, sketches and dummy books. Inspired by Alison Lester's family journey from Wave Rock to Roebuck Bay and beyond, this exhibition was popular with families and school audiences.

#### **THE LIFE AND TIMES OF SCARFACE CLAW**

Partnering with the Awesome International Festival for Bright Young Things, the State Library presented an exhibition and launch of well-known children's author Dame Lynley Dodd's new book, *Scarface Claw, Hold Tight!*

The exhibition featured original concept sketches and reworked text, through to the finished artwork and publication, along with illustrations of Scarface from the Hairy Maclary series. Several author events were conducted including the launch of *Scarface Claw, Hold Tight!* on 2 October 2017, which attracted more than 500 awesome people to the State Library. The four-week exhibition attracted over 15,000 visitors.

#### **IN PLAIN SIGHT**

In Plain Sight was an experimental photographic installation which highlighted the absence of queer perspectives in the State Library's heritage collections. It encouraged visitors to challenge heteronormative bias when looking at historical materials.

The exhibition, which ran from October to December 2017, featured historical Western Australian photographs from the 1880s to 1950, which were arranged to emphasise moments of intimacy and closeness. The act of reframing these photos provided an opportunity to consider an alternative history where queer people are visible and valued.





Viewing manuscripts from the State Library collection at a masterclass on medieval manuscripts, January 2018

## BIRD SONG

The Bird Song exhibition celebrated Western Australia's extraordinary and varied birdlife. It featured bird sounds recorded by renowned ornithologist John Hutchinson with comprehensive scientific illustrations from John Gould's landmark publication *The Birds of Australia*, published 1848, and Gregory Macalister Mathews' work of the same name, published 1910–1927.

This was the first time an exhibition had been designed based on John Hutchinson's recordings from the collection, and used movement sensors to play the recordings. Families were encouraged to experience and

interact with the exhibition which ran from November to January 2018.

## ALTERNATIVE FREQUENCIES

Curated by the State Library and RTRFM, the Alternative Frequencies exhibition celebrated the 40th anniversary of Perth's first FM band radio station. It explored the station's history, role in the local music scene and recognised community support. Objects from RTRFM's archives were displayed alongside loans from the personal archives of ex-presenters and volunteers, and selected material from the Library's collection. The exhibition ran from November 2017 to February 2018. As

a result of this partnership, the Library is in the process of acquiring RTRFM's archival records.

## ILLUMINATING THE WORLD OF THE ROTHSCHILD PRAYER BOOK

In partnership with the Kerry Stokes Collection, the State Library hosted a month-long exhibition highlighting the Flemish illuminated manuscript, the Rothschild Prayer Book.

Illuminations from the manuscript were presented page-by-page using detailed digital reproduction techniques to present an enlarged digital version of the manuscript that highlighted the magnificence of the original work. Accompanying the interactive digital display was a showcase of very early printed bibles from the Library's collection.

The exhibition followed a public lecture and masterclass on medieval manuscripts held at the Library in January 2018 with Professor Michelle Brown, former Curator of Illuminated Manuscripts at the British Library and now Professor of Medieval Manuscripts at the University of London.

## REIWA CENTENARY EXHIBITION – A CENTURY OF SERVICE

The State Library partnered with the Real Estate Institute of Western Australia (REIWA) to present an exhibition celebrating REIWA's centenary. It showcased items from the Library's collections and REIWA's archive, including photographs, maps, magazines and other documents. The exhibition ran from March to May 2018.



## A HISTORY OF WESTERN AUSTRALIA THROUGH 169 REMARKABLE WOMEN

A total of 169 remarkable women have been inducted into the Western Australian Women's Hall of Fame from 2011 to 2017. The State Library holds images and documentary items for some of these women and during Australian Women's History Month (March 2018) called for donations of materials such as original photographs, documents, diaries, personal correspondence and records. A slideshow of the portraits was featured on the Library's website and on the Perth Cultural Centre's large screen during the month. The campaign saw a number of donations of materials, mainly photographs, to the Library.

### SEE MY HAT!

This exhibition, which ran from April to July 2018, explored photographs and picture books from the State Library's collections featuring dress hats, uniform hats, military hats, fancy dress hats and other millinery styles. Children and their families were encouraged to read a picture book together and try on hats which were similar to those in the photographs.

### WORLD TRACK LAYING RECORD

The State Library, in partnership with the Western Australian Museum, hosted an exhibition commemorating the 50th anniversary of Torres Strait Islander workers breaking the world record for track laying in the Pilbara (1968). The exhibition focused on how the railway record was achieved in the heat and isolation of the Pilbara and the camaraderie that developed as a community worked to retain their identity while separated from their land, island and families. A number of photographs from the BHP Archive have now been



See My Hat! Exhibition at the State Library, April 2018

added to the Library's collection. The exhibition launch in May 2018 was attended by an original member of the world record team, and family representatives of the railway workers.

### SPEAKING PROGRAM

Throughout the year the State Library offered a number of free events featuring guest speakers on topics relevant to the themes of Reimagine Your Story and Know Your Place. Speakers included:

- ➔ Professor Alistair Paterson presented new research on the history of the Northwest, exploring

what the colonial frontier was like for Aboriginal communities facing European invasion.

- ➔ Ms Kaylene Poon spoke on the history of the Chinese in Northbridge who, being denied mining permits, did not find their fortune in the Western Australian gold rush.
- ➔ On World Refugee Day, Ms Carina Hoang reflected on the exodus of more than a million Vietnamese between 1975 and 1996. Hoang escaped the war on a wooden boat with her two young siblings when she was 16. Her experience shaped her life and inspired the award winning book, *Boat People*.



↑ School activity session at the State Library, October 2017

## EDUCATION PROGRAM

Demand for education programs continued to be strong in 2017–2018 with 6,554 school students and teachers engaging with the State Library’s collections, resources and exhibitions (compared to 5,800 in 2016–2017). This included an increased number of secondary school groups accessing the Library’s primary source historical materials and teaching students online literacy skills.

Professional learning workshops for teachers continued to be popular and the use of self-guided resources allowed school groups to further engage with collections. The Education Team worked with external organisations such as Heritage Perth and The West Australian

newspaper and delivered professional development at conferences and events including the History Teachers’ Association of Western Australia.

## FAMILY HISTORY

Family history continued to be very popular among State Library clients. During 2017–2018, the Library answered more than 2,300 family history related enquiries and the Western Australian Genealogical Society (Family History WA) volunteers answered more than 3,000 genealogical enquiries. Tours and information sessions for Aboriginal family history were provided to more than 100 people.

National Family History Month was celebrated with a

series of events in August 2017, which attracted 900 participants. Presentation topics included DNA for family historians, using maps for family history, using manorial records in the United Kingdom and the lives of frontier families in the North West.

The Library’s subscription to the online *Ancestry* database continued to be a popular resource with over 142,820 page views in 2017–2018. The *British Library Newspapers* and *Times Digital Archive* were also in demand with researchers with more than 200 users each month.

## COLLECTING THE WEST

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

Collecting the West will cast new light on the interconnected histories of the State’s cultural organisations and collections through a series of forums, exhibitions and publications. Research has commenced into the State’s history of collecting practices from pre-colonial to modern times.

The partnership creates new opportunities for collaboration around the interpretation and documentation of collections. It is anticipated that the research will deliver a range of publications including a book, as well as informing description and interpretation of State Library collections.





↑ John and Alexander Forrest exploration diaries of the search for Ludwig Leichhardt, 1869 and expedition into Central Australia, 1874

### SHARING OUR DIVERSE HERITAGE

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

The project has assisted with the collection, preservation, digitisation and promotion of non-English language materials produced in Western Australia, such as community newspapers, films and photographs of migrant communities. Online education resources have been developed to assist and encourage language

teachers to use the Library's multi-lingual heritage materials as well as the Community Languages Collection of print resources for language teachers.

### FROM ANOTHER VIEW

Presented in partnership between the State Library and the Minderoo Foundation, the From Another View project was launched in May 2018. The project reinterprets the 1874 exploratory trek from Geraldton to Adelaide by then government surveyor, John Forrest. It aims to reframe exploration and discovery from Aboriginal perspectives through art, research and community engagement.

The project connects Aboriginal communities, artists, and researchers along the trek route to explore Aboriginal people's connections to the lands travelled by John Forrest and his team and broaden perspectives on Western Australia's exploration history. The project team engaged with Aboriginal communities in Geraldton, Wiluna, Laverton and Kalgoorlie with pop-up exhibitions staged in each location in May and June 2018. Further engagement is planned for the Ngaanyatjarra Lands later in 2018.

The original trek diaries written by John and Alexander Forrest have been digitised as part of the project and are available online via the Library's catalogue.

The project will culminate in a major exhibition at the State Library in 2019.



## Key achievements against Strategic Directions

### SECTION 3

# The State Library of Western Australia champions literacy and learning

Literacy and learning are fundamental to the well-being and quality of life of the Western Australian community. In all its forms, literacy is the basis for learning and the growth of knowledge in today's society. Western Australians of all ages and background need multiple opportunities to foster literacy, to expand on their abilities, and to improve and sustain their learning. Libraries are our champions in these endeavours, being integral to building literacy levels in the community and in supporting the life-long learning ambitions of all Western Australians.

The State Library is committed to working in partnership with Aboriginal people throughout the State, to build mutually beneficial relationships and create new links with communities and organisations, to help extend and enhance our services and collections.



↑ Better Beginnings Braille Birth Pack and Touch and Feel Backpack launch with the Hon David Templeman MLA, Minister for Culture and the Arts at Manning Public Library, March 2018

#### THE STATE LIBRARY WILL:

- ✦ Create opportunities for all Western Australians to strengthen their literacy abilities.
- ✦ Maintain a profile as a key player on State and national literacy agendas and be recognised as a valued partner in literacy services.
- ✦ Work in partnership with Aboriginal people to collect and restore community memory, and create literacy and learning opportunities.

#### Creating opportunities for all Western Australians to strengthen their literacy abilities.

##### BETTER BEGINNINGS FAMILY LITERACY PROGRAM

The State Library's Better Beginnings family literacy program has provided quality early literacy resources and support to families with a child from birth to age four for the past 14 years. It has reached more than 630,000 families through strong partnerships between public libraries, community health centres and schools across the State.

A significant highlight during the year was the program's acknowledgement in the 2017 US Library of Congress Literacy Awards. The Better Beginnings program was awarded a prestigious 'Best Practice Honoree' at the Library of Congress, Washington DC. The award recognised best practice in literacy



The Hon David Templeman MLA, Minister for Culture and the Arts, and Mrs Sarah McGowan at a State Library Rhyme Time session, August 2017

provision and acknowledged the evidence-based approach adopted by the State Library through its ongoing evaluation of Better Beginnings conducted by Edith Cowan University. Better Beginnings was profiled in the Library of Congress Literacy Awards publication distributed to 1,750 literacy organisations and educators worldwide.

In 2017–2018, Better Beginnings yellow reading packs were distributed to 32,789 families with newborn babies and 35,912 green reading packs were provided through over 950 schools with a kindergarten program. These packs contain age appropriate literacy resources and information to support parents as their child's first teacher. In addition, 1,232 children in 76 remote Aboriginal communities received reading packs specifically developed for Aboriginal families.

In March 2018, as part of World Storytelling Day, the

Minister for Culture and the Arts launched two early childhood literacy resources to support families with vision impairment. They were:

- ➔ Better Beginnings Braille Birth Pack – This is provided when a parent or infant has vision impairment. It contains a Braille edition of *Baby Ways*, an audio CD of *Baby Ways* sung and narrated along with the program's key messages to parents. 73 Braille Birth Packs have been distributed to public libraries across Western Australia.
- ➔ *Baby Ways* Touch and Feel Backpack – This is a borrowable resource made available through public libraries. The backpack contains the Braille edition of *Baby Ways* and objects, which support the *Baby Ways* story, in place of illustrations. There is also a touch-and-feel book developed

specifically for blind and partially sighted children, with highly tactile items on each page to provide a meaningful experience.

*Baby Ways* is a uniquely Western Australian board book written and produced for the Better Beginnings family literacy program. This is the first time *Baby Ways* has been produced in formats suitable for families of children with disabilities.

Other Better Beginnings highlights during the year included:

- ➔ The continuation of a pilot reading pack for two year olds, Sing With Me, in partnership with public libraries. This has seen 22,762 packs provided to families in the pilot's second year. The packs provide resources for families, encouraging reading and singing as important aspects of literacy development.
- ➔ The continuation of Storytime Suitcases being circulated to public libraries across the State. They contain session plans, books and puppets so libraries can deliver Storytime and Rhyme Time sessions for local families. The suitcases were lent 33 times to 19 country public libraries in 2017–2018.
- ➔ This year the Participation and Learning team delivered a Story Time Forum for libraries delivering Better Beginnings. Libraries from across the State were invited to share presentations about their successful programs and the theories behind them. The forum attracted 90 participants.

Better Beginnings is funded by the State Government via the State Library, Western Australian local governments



and Rio Tinto. The program is delivered in partnership with local governments, Child and Adolescent Community Health, WA Country Health Service, and the Department of Primary Industries and Regional Development and the Department of Education (through Child and Parent Centres); and in collaboration with the Department of Justice (Corrective Services), and the Adult Migrant English Program delivered by North Metropolitan TAFE.

### AWESOME INTERNATIONAL ARTS FESTIVAL FOR BRIGHT YOUNG THINGS

The State Library continued to partner with Awesome Arts and the Awesome International Arts Festival for Bright Young Things, which was held in the Perth Cultural Centre in October 2017. The Festival attracted over 10,000 visitors to the Library for activities in the Story Place, theatre and other venues. The Library's book cubby and book making activity in the Cultural Centre's Urban Orchard resulted in more than 2,000 books being made by families.

### THE STORY PLACE

The Story Place is the State Library's learning and activity centre, providing children, their families and their carers with a space to share stories, learn and play, with a focus on literacy development. Weekly sessions of Baby Rhyme Time, Play Time, Story Time and Activity Time attracted more than 14,400 participants this year. Special events were held in The Story Place included Book Week, Science Week and the Awesome Arts Festival.

The Story Place also has a gallery space that is used to showcase the Library's beautiful collection of Australian children's book illustrations.



*Erik the Brave, Conqueror of Hearts, is a Story Dog helping to develop early childhood literacy at the State Library since February 2018*

### ERIK THE STORY DOG

A popular new addition to Activity Time in The Story Place this year has been the introduction of Erik, the Story Dog. His hour-long fortnightly visits to The Story Place have attracted more than 470 visitors since February 2018.

Erik and his handlers first visited the State Library during the Awesome Arts Festival in October 2017 where he participated in Story Time sessions as well as crowd control. His visits are part of the Library's mission to make reading and early literacy learning safe and fun. Families are encouraged to role model reading conventions to their child as they read to Erik. Story Dogs is a national non-profit organisation, which uses dogs to encourage literacy.

### LEARNING ENGLISH THROUGH STORYTIME

Learning English through Storytime (LETS) sessions continued to be well attended by families from a range of countries and who now call Western Australia home. Eighteen families attended LETS programs wanting to improve their English literacy, language and numeracy skills through songs, stories and activities. Evaluation showed that the program improved the confidence of adults and children in their care to speak and understand English. The informal and friendly approach to learning enables parents to develop home literacy practices and help their children prepare for school.

### LET'S TALK ENGLISH CONVERSATION GROUPS

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





**Partnering with Aboriginal people to collect and restore community memory, and creating literacy and learning opportunities.**

#### **STORYLINES ONLINE ARCHIVE FOR ABORIGINAL HISTORY**

The State Library's Storylines online archive for Aboriginal history continued to grow during the year. The central platform increased from 7,000 items in 2016–2017 to 8,000 items in 2017–2018. In addition, nearly 6,000 people in images have now been identified with names, places and dates.

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

Another significant achievement this year involved returning photographs from the Ron Williams Photographic Collection to families and communities in Martu and Wongi Country.

Throughout the year, the Library conducted monthly family history workshops plus sessions in areas such as Fremantle, Geraldton, Wiluna, Laverton and Leonora. It also consulted with Aboriginal and Torres Strait Islander communities, Traditional Owners and Aboriginal families. New archive software training was conducted at the Mowanjum Community and Broome.



Rock art site at Barlow Springs. Photo by Darren Clark

**Maintaining a profile as a key player on State and national literacy agendas and being recognised as a valued partner in literacy services.**

#### **LITERACY MATTERS STRATEGY**

The State Library is committed to literacy and learning for all Western Australians. As part of this, the *Literacy Matters: State Library of Western Australia Literacy Strategy 2017–2027* was launched in July 2017. It was developed in consultation with stakeholders such as public libraries, government agencies and community organisations. A Literacy Alliance will be established to develop a five-year plan which will include a coordinated approach to address gaps in service provision. The Alliance will also develop an evaluation framework to measure improvement in literacy over the course of the ten-year strategy.

#### **COMMUNITY LANGUAGES COLLECTION**

The Community Languages Collection, funded by the Office of Multicultural Interests, has resources in more than 40 languages. It has 2,000 items of language teaching materials available to community language

teachers, students and the community. uTalk, a language learning e-resource of 130 languages, has complemented the resources and extended the range of languages covered. These items assist teachers to develop teaching methodology, conduct language classes and develop language-teaching materials.

The collection was enhanced this year with a donation of Chinese books and language learning materials by the Zhejiang Publishing United Group. As part of the 30th anniversary of the Sister State relationship between China's Zhejiang Province and Western Australia more than 1,000 titles were gifted to the people of Western Australia. These resources including adult and children's fiction, adult non-fiction and language teaching materials have been made available in public library collections.

## Key achievements against Strategic Directions

### SECTION 3

# The State Library of Western Australia cultivates creative ideas

Strong, healthy societies need opportunities to challenge and explore ideas which allow us to build better futures. Equally, creative ideas, in words, both spoken and written, are a fundamental part of artistic expression. Libraries provide safe, open and supportive places for Western Australians to participate in the processes of debate and invention. Within the Library curiosity and opportunity come together resulting in creativity in all its forms. The words which emerge through and within libraries are the vital underpinnings of the stories about ourselves and the collective exploration of ideas.

Information has never been more readily available and the Library is redeveloping its reference services in response to the changing needs of the community. While the traditional personal reference services based on the physical collections remain, there is increasing demand from the community for services to be delivered online.



↑ *Disrupted Festival of Ideas at the State Library, July 2017*

#### THE STATE LIBRARY WILL:

- ★ **Make the State Library a hub for the development, discussion and dissemination of innovation and ideas.**
- ★ **Re-imagine and develop a new model for reference and information services through the State Library.**
- ★ **Celebrate and support writing, reading and ideas.**

#### **Making the State Library a hub for the development, discussion and dissemination of innovation and ideas.**

##### DISRUPTED FESTIVAL OF IDEAS

The fourth annual Disrupted Festival of Ideas, a weekend of free activities and events at the State Library, was held in July 2017. Each year, Disrupted aims to inspire conversation, provoke ideas and encourage change. The theme for 2017 was Survival, Endurance and Resilience in the modern world. The program featured keynote speakers, discussion panels, conversations and immersive experiences. The 2017 Festival was streamed via the Library's website which ensured access for a wider audience. More than 10,000 people attended – in person and online – across the weekend.

Presentations by keynote speakers Tara Moss, Kon Karapanigiotidis and Tiernan Brady were well-attended.





Library Board Vice Chairman, Councillor Deborah Hamblin (right) and State Librarian and CEO, Margaret Allen PSM (left) with Mr Gareth Dixon, Manager Libraries and Heritage, receiving the Award for Innovation and Excellence on behalf of City of Armadale Libraries, May 2018

### LIBRARY BOARD OF WESTERN AUSTRALIA AWARD FOR INNOVATION AND EXCELLENCE

The Library Board Award for Innovation and Excellence recognises excellence and innovation in the library sector by any person, library or organisation in Western Australia. The award is open to all areas of the library industry, including academic, public, school and special libraries, as well as to other individuals and organisations that have an impact on the promotion, provision and support of library services in Western Australia. This year the Award was revised to increase the emphasis on the importance of innovation in the library sector.

City of Armadale Libraries received the award for their ConnectivED initiative that gave free portable internet

access to local, disadvantaged Year 11 and Year 12 students with aspirations to higher education.

A core library purpose is providing free access to information. In today's digital society, much of that information is accessible exclusively via the internet. Without cheap and reliable access to the internet, many people find it hard to access services, government support, education, banking, and employment. Opportunities are being missed by those without access to online information. This project directly targeted at-risk youths and helped level the playing field in terms of education and opportunity.

The City of Armadale was also commended for taking an

initiative that has widespread application to other library services, not just those in local governments.

### KAY POUSTIE SCHOLARSHIP

The State Library in partnership with Public Libraries WA award a scholarship to Western Australian public library professionals to explore ideas and initiatives that could be applied to the Western Australian public library network by attendance at a professional international conference, or a study tour.

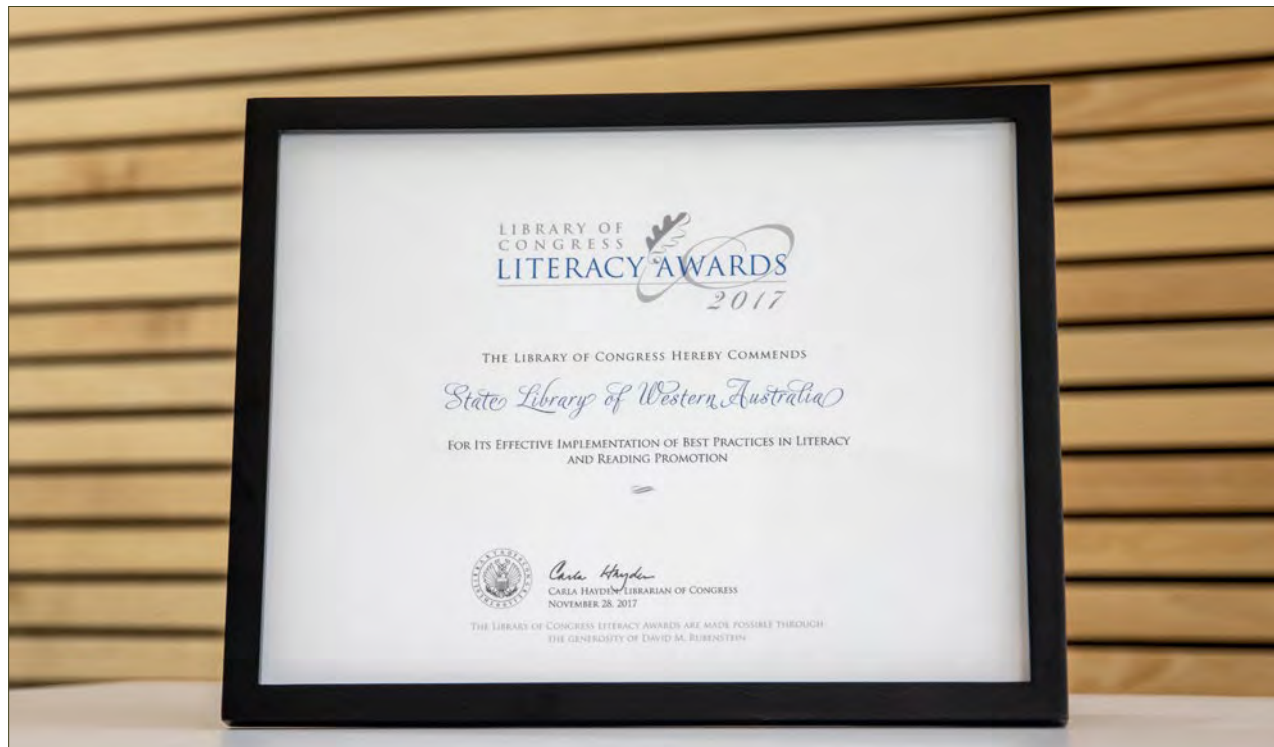
The Scholarship is named in honour of Kay Poustie OAM FALIA, former Chairman and Member of the Library Board of Western Australia (1990–2009). Kay understood the importance of Western Australian libraries maintaining an international perspective in the fields of best practice, program delivery and professional development.

The 2018 Kay Poustie Scholarship provided bursaries to assist public library professionals attend one of the following conferences;

- ➔ Asia Pacific Library Conference on the Gold Coast, Australia 30 July–2 August 2018, or
- ➔ World Library and Information Congress in Kuala Lumpur, Malaysia 24–30 August 2018.

The 2018 bursaries were awarded to Caris Chamberlain (Senior Librarian, City of Nedlands), Shane Dowling (Learning Communities Manager, City of Swan), Chantay Mallett (Literacy Development Officer, City of Mandurah) and Teena Miller (Coordinator Library Services, City of Mandurah). The scholarship is a partnership between the State Library and Public Libraries WA and supported by numerous private donors.





 US Library of Congress Literacy Award certificate for the Better Beginnings family literacy program, November 2018

### BOOK LAUNCHES AND AUTHOR TALKS

The State Library works with book distributors, publishers and authors to launch new publications. Through partnerships with Awesome Arts and Fremantle Press the Library hosted events for the following authors in 2017–2018: Cristy Burne, Sally Murphy, Elaine Forrestal, Dianne Wolfer, Teena Raffa-Mulligan, Tamara Moss, Meg McKinlay, Aska, Frané Lessac and James Foley.

### DATA RESEARCH INITIATIVES

The State Library supported Curtin HIVE's (Hub for Immersive Visualisation) summer internship program in 2017 and a student research project using the Pawsey Super Computer in Perth. These programs allowed students to explore visualisation technologies and new areas of research using images from the Library's photographic collections.

The projects examined ways of using and viewing historic photography through 3D reconstruction of old buildings and visual presentation of geo-located images. They also developed a process for determining the exact camera location of historical panoramic images so contemporary images could be taken and contextualised. This project built on the work conducted in 2016–2017 on the [Historical Panoramas](#).

State Library images were also used to investigate how machine learning (a form of artificial intelligence) and image processing could be used in image matching, for example recognising the same building in two images taken 20 years apart, and to automatically generate metadata about the image. This has the potential to help automate the description of images, adding to the data available in existing images and assisting with the data created for new collection images.

### OPEN DATA

The State Library developed an Open Data Strategy in 2017 that sets out how the Library will support the State Government's open data initiative by publishing datasets held by the Library and embedding a culture of sharing and transparency within the organisation. This approach will not only help to promote the depth and richness of the Library's collection, but will also support technical innovation and the Library's Strategic Directions. During the year, the Library released data sets for the public to repurpose in new and innovative ways including images from the 1962 Commonwealth Games held in Western Australia and posters and programs of local theatre productions and company ephemera. State Library datasets were downloaded more than 5,000 times in 2017–2018.



 A hive of activity inside the Studio 001 creative co-working space, 2018

## Re-imagining and developing a new model for reference and information services through the State Library.

### STUDIO 001

The State Library continued its work to provide spaces for co-creation and innovation. In 2017 this included the establishment of the co-working space Studio 001. Taking its name from the Dewey decimal classification for knowledge, the Studio has been designed for creative thinkers and entrepreneurs to collaborate, experiment, design and engage with the community.

In 2017–2018, the following organisations and individuals used Studio 001: AARLI Fashion (centrally located atelier for independent Indigenous fashion brand to collaborate with designers); Wikimedia Australia

(meeting space and content edit-a-thons); Designer Futures (research and creation of business development training for cultural and creative industries); Danger Cabaret (production of cabaret program for Fringeworld festival); Stephen Ermann (meeting space); HUDDL (meeting space to explore creative technologies); Kelwin Wong (working and meeting space); Pop Piano Perth (meeting space); Aloha Poke Perth (working and meeting space); Origami Block (education and consultancy on block chain technology); Catch Music (working and meeting space) and Mann IP (working and meeting space).

### ACCESS TO DIGITAL RESOURCES

The State Library subscribes to a range of online electronic resources (e-resources) to use within the State Library building or by State Library members at home.

Subscriptions include *Ebook Central*, *PressReader*, *Proquest Central* and the *Naxos Music Library*. Three new e-resources: *Age of Exploration*, *Migration to New Worlds*, and *Haynes All Access* workshop repair manuals were made available during the year.

During 2017–2018, the NSLA eResources Consortium on behalf of members, including the State Library of Western Australia, successfully negotiated with SAI Global to provide online access to Australian Standards on-site at the NSLA libraries and remotely for all registered library members.

### ASK A LIBRARIAN

The Ask a Librarian online enquiry service enables clients to submit their information requests to staff and receive assistance in locating information in the Library's catalogue and collections of online resources. In 2017–2018, the service responded to 2,099 enquiries, a 13 per cent increase from 2016–2017.

### CLIENT FEEDBACK

The annual client satisfaction survey provides valuable feedback on the State Library's services and facilities. Overall satisfaction levels remained high in 2017–2018, with 93 per cent of respondents satisfied with the Library's collections and services. Staff performance also remained high with 87 per cent satisfaction with the knowledge and 88 per cent satisfaction with the friendliness of staff. The most often cited service improvement suggestion to improve services was to make a better wifi service available.





James Sykes Battye's Commander of the Most Excellent Order of the British Empire (CBE) award and lecture notebook, generously donated by his Grandson, Greg Battye, January 2018

Aside from the formal client survey, the State Library encourages all clients to provide feedback on Library collections, services and facilities. Feedback is received in many forms including printed and online forms, email and letters. In 2017–2018, 118 clients provided written feedback including seven compliments, 15 suggestions and 92 complaints. The main topics of complaints included public toilet facilities, lack of seating in the foyer and noise from other clients.

In response to the most frequent suggestions and complaints, seating was made available in the foyer and the frequency of the cleaning of public toilets was increased. To address the wifi issues of availability to all devices, speed and reliability, an investment in infrastructure is required to replace the current service. Noise in the Library is one of the most difficult issues

to address as it involves the balancing of the needs and expectations of the widest cross section of the community. Libraries are no longer totally quiet spaces. Quiet zones are being created in the Library but again an investment in infrastructure would be required to minimise the transfer of noise from different parts of what is a very open State Library building

### Celebrating and supporting writing, reading and ideas.

#### JAMES SYKES BATTYE MEMORIAL FELLOWSHIP

The Fellowship honours the legacy of librarian and historian James Sykes Battye, Chief Librarian of the State Library from 1894 to 1954. Established through the Leah Jane Cohen Bequest in 2006, the Fellowship

aims to enhance understanding of Western Australia through research based on the Library's heritage collections, particularly the J.S. Battye Library of West Australian History.

Dr Ethan Blue was awarded the 2018 J.S. Battye Fellowship for his project named *The Deaths in Custody Watch Committee of Western Australia: A Living History*. The project will examine the history of the Deaths in Custody Watch Committee, and its ongoing contribution to community wellbeing in Western Australia. This will be the first time the story of the Committee has been told as an accessible social history that will engage with international audiences, framing the Committee's activities within a global context of struggles against mass incarceration and settler colonialism.

#### WESTERN AUSTRALIAN PREMIER'S BOOK AWARDS

The Western Australian Premier's Book Awards is under review following the 2017 Writing Sector Review undertaken by the Department of Local Government, Sport and Cultural Industries.

A new annual awards scheme, with a Western Australian focus will commence in 2019.

## Key achievements against Strategic Directions

### SECTION 3

# The State Library leads the development of the Western Australian public library network

Public libraries provide crucial services for all Western Australians delivered through a partnership between State and local governments. Central to this partnership is a shared vision that our public libraries shall be connected, well-resourced and free, serving as hubs of community life. As technology creates new and changing community expectations, public library services will change and embrace new opportunities.

The network of public libraries ensures that, through coordinated and shared activity, public library services can be offered sustainably and effectively, balancing local community and wider social needs.

#### THE STATE LIBRARY WILL:

- ★ **Meet our legislative and agreed responsibilities for the provision of public library services in Western Australia.**
- ★ **Continuously improve the support services we provide the public library network.**
- ★ **Explore future opportunities for public library services in Western Australia to ensure future capability and ongoing sustainability.**

#### WA PUBLIC LIBRARIES STRATEGY

The Public Libraries Working Group (PLWG) was established in 2016 with representation from the Western Australian Local Government Association (WALGA), Public Libraries WA, the then Department of Culture and the Arts, the Library Board of Western Australia and the State Library of Western Australia to drive reform in the public library sector and provide a structure for public library service provision planning between State and local government.

The PLWG developed the *WA Public Libraries Strategy – A New Chapter for Our Public Library System* (Strategy) to ensure Western Australia's 232 public libraries remain relevant, contemporary and engaged with communities. In December 2017, the Minister for Culture and the Arts released the Strategy as a consultation tool to establish strategic priorities

for public library service development in Western Australia over the next four years.

The Strategy identified five priority areas intended to drive a continued transformation of public libraries to meet the diverse and changing needs of their communities:

- ➔ governance;
- ➔ new model to support public library service delivery in Western Australia;
- ➔ new model to support regional and remote public library services;
- ➔ single access card system; and
- ➔ public value.

Stakeholder and community consultation included workshops, meetings and forums as well as an on-line survey that attracted more than 1,300 responses, over 70 per cent of which came from community members. Respondents offered unequivocal support for their public libraries and there was a convincing endorsement of the Strategy.

The community indicated that more than ever, public libraries are pivotal to the well-being of their community with access to both physical and online resources being essential. Overwhelming support was also given for a single library card to provide access to materials in all Western Australian public libraries.

Consultation results confirmed the need to move forward with initiatives to deliver progressive library services including new models to support public library service delivery and regional and remote public libraries that better meet the diverse and evolving needs of Western Australian communities.



The [consultation report](#) is available on the State Library's website.

The PLWG will work through the outcomes of the consultation and develop an implementation strategy that can be progressed within current State Library resource allocations.

### PUBLIC LIBRARY RESOURCES

The State Government provides funding to the State Library for the provision of public library services across the State in the form of shelf-ready public library resources in a mix of physical and digital formats. During the year 346,093 items (including 285,425 new items) were sent to refresh public library collections throughout Western Australia, including the Indian Ocean Territories. The service ensures that all libraries across the State continue to have a regular supply of new library materials.

### PUBLIC LIBRARY E-RESOURCES

The State Library works with public libraries to make consortia licence arrangements for access to popular digital resources including e-books, e-audiobooks and e-magazines. Digital platforms including *Overdrive*, *BorrowBox* and *RB Digital* are made available to all Western Australian public library members with access to over 62,000 items, with new content regularly selected by public librarians.

The use of digital resources continues to rise rapidly for e-books and e-audiobooks. Loans of e-magazines increased 3 per cent while e-books and e-audiobooks increased 54 per cent and 27 per cent respectively. Overall there were more than 1.5 million e-resource

loans across all formats this year, an increase of 28 per cent from 2016–2017. Loans of digital resources now account for more than ten per cent of all loans from public libraries across the State.

With the demand for digital formats increasing, this year saw the launch of *Kanopy*, a platform and app making available access to online streamed films, documentaries and children's programs freely available from home for public library members. From its launch in September 2017 to June 2018, there were more than 21,000 downloads from *Kanopy* representing over 13,000 hours of content viewed.

Also as part of the online suite of State-wide digital resources, databases are made available including the *Britannica Library* encyclopaedia, the *Popular Magazines* database of over 600 magazine titles and *Ancestry Library Edition* available to use at the State Library and any one of the State's 232 public libraries for free. Use of e-resource databases increased 17 per cent in 2017–2018 to more than 735,000 downloads.

### SERVICES TO PUBLIC LIBRARIES

Public Libraries Online continued to be the primary communications website for public and State Library staff. An online help desk directed all enquiries from public library staff to the correct State Library business area for support with 2,387 enquiries answered this year.

State Library staff provided support, training, visits and the selection of library materials to rural and remote libraries in the Central, Goldfields and Upper Great Southern regions and the Indian Ocean Territories. In addition to this support, State Library staff also visited

public libraries in the following towns across the State: Geraldton, Hopetoun, Lake King, Ravensthorpe, Esperance, Newdegate, Lake Grace, Hyden, Kondinin, Kulin, Pingrup, Nyabing, Katanning, Gingin, Lancelin, Moora, Wongan Hills, Dalwallinu, Christmas Island and Cocos (Keeling) Islands. The visits provided an opportunity for training and support for public library staff. Meetings were held for library staff in the regions at Kalgoorlie, Narrogin and Northam, providing further training and networking opportunities. The Library Board met at and visited the Mirrabooka Public Library.

The main delivery mode for training to public library staff was through an e-learning software platform which allowed staff to complete units at their own pace. Fifteen courses were available for completion by library staff via this platform, with a total of 231 courses completed during the year. This training supports public library staff in remote and rural public libraries enabling them to better serve their communities.

### INTER LIBRARY LOANS

Public library members have direct access to more than 2.67 million items provided by the State Government in the State-wide public library collection.

In 2016, a Public Libraries WA review of the inter-library loans service found that in many instances it was cheaper to purchase a copy of a title to satisfy a request rather than inter library lending it. Subsequently, a trial was implemented for six months from 1 July 2017 to test a more sustainable model for the service.

During the trial, some limitations were placed on inter-library loans along with encouraging libraries to purchase

items to supply loans where it was cheaper than an inter library loan. The trial saw a 40 per cent decline in loans over a six-month period that resulted in a significant reduction in costs to local government for the service. Public libraries managed over 90,000 inter-library loan requests this year, a significant decrease from the 150,000 supplied in the previous year. The trial was reviewed by Public Libraries WA and the State Library to determine changes to the inter library loan service that will be implemented in late 2018.

### VISABILITY

The State Library supported VisAbility in providing library services for people who are blind, vision impaired or who have a print disability. The service makes books and published titles accessible to individuals in their preferred format, such as talking books, Braille or large print. VisAbility has a large digital library catering exclusively to people with a print disability.

### TRENDS IN PUBLIC LIBRARY USAGE

The State Library coordinates the collection of statistical data from Western Australian public libraries, however full data for the 2017–2018 year will not be available until late 2018. Information gathered for 2016–2017 showed an increase in all measures except loans of physical resources and members compared to 2015–2016 with a significant increase in the number of programs offered by public libraries across the State.

Loans and membership are no longer the main indicators of public library usage. Many clients visit or use the services of the public library for purposes other than borrowing library materials, such as library programs

and events for children and adults, or using the internet and online services. In addition, with the availability of e-resources at home, many public library clients chose to visit their public library online. There was a 41 per cent increase in the loan of e-resources by public library members between 2015–2016 and 2016–2017 and preliminary analysis of data indicates there was another 30 per cent increase this year with more than a 1.5 million e-resources loaned across the State (representing more than ten per cent of all loans).

TRENDS IN PUBLIC LIBRARY USAGE	2015–2016		2016–2017
Loans of physical resources	15,351,023	⬇️	<b>14,057,428</b>
Loans of digital resources	837,059	⬆️	<b>1,184,125</b>
Visitors in person and online	14,541,351	⬆️	<b>14,801,514</b>
Enquiries	1,433,355	⬆️	<b>1,494,048</b>
Members	1,090,367	⬇️	<b>948,145</b>
Number of library programs	26,971	⬆️	<b>31,376</b>
Number of people attending programs	541,938	⬆️	<b>585,758</b>



## Key achievements against Strategic Directions

### SECTION 3

## Strategic Culture

In support of our mission, the State Library will work continuously to improve our services and our processes, meet our governance obligations, support our staff as a learning organisation, consult with the community we serve and collaborate effectively with our partners.



↑ *The State Library has a front row seat to the construction of the New Museum, featuring Hackett Hall, the original home of the State Reference Library, 2018*

#### TO ENSURE THIS THE STATE LIBRARY WILL:

- ★ **Demonstrate our commitment to our mission and goals through our services, actions and outcomes.**
- ★ **Ensure our services meet community expectations and our building provides a safe and welcoming environment.**
- ★ **Ensure our technology, administrative systems and processes are appropriate and efficient.**
- ★ **Raise awareness within the community of the services offered by the Library.**
- ★ **Advocate for the role of libraries in the community and actively participate in professional debate**
- ★ **Advocate for the role of libraries in the community and actively participate in professional debate.**

#### STATE LIBRARY BUILDING

During the year a major project was completed through the Department of Finance's Strategic Projects that included new plant and equipment being installed in the State Library's plant room as part of the project to connect Perth Cultural Centre organisations to a Central Energy Plant. Once fully operational, after the completion of the New Museum, the plant is expected to deliver cost savings to all Cultural Centre organisations.

Refurbishment of the State Library's first floor public area was undertaken with new carpet, paint, furniture and an improved floor layout to better suit the research, study and recreational needs of clients. Other works at the Library included upgrades to LED lighting in public areas, the replacement of two goods lifts and improvements to back of house storage areas.



State Library staff unbox a new ultrasonic welder in the State Library Conservation Laboratory, May 2018. An ultrasonic welder is used to create custom housing for fragile collection items

### REVIEW OF PRESERVATION, CONSERVATION AND REFORMATTING SERVICES

The Library conducted a functional review of its Preservation, Conservation and Reformatting Services area. The review aimed to identify a service delivery model and the roles required for high quality preservation of the Library's and the State Records Office's paper-based and digital collections. Agreed findings are expected to be implemented in 2018–2019.

### INFORMATION AND COMMUNICATIONS TECHNOLOGY

As a result of the Agency Expenditure Review conducted in 2015, a decision was made to integrate the information technology teams from the State Library and the then Department of Culture and the Arts to support the whole of the Department. This new team was based at the State Library and commenced in July 2016.

Following the Machinery of Government announcement in 2017 and the amalgamation of departments to become the new Department of Local Government, Sport and Cultural Industries, it was decided that the information and communications technology (ICT) team based at the Library be transferred to the Department. The function of this team is to deliver ICT services to the broader Department and Culture and the Arts portfolio agencies.

### STAFF DEVELOPMENT

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

In 2017–2018 all Library and State Records Office staff received Aboriginal Cultural Awareness Training.

All managers received training to support change management in the workplace. Session included:

- ➔ Managing Mental Health in the Workplace;
- ➔ Emotionally Intelligent Leadership;
- ➔ How to Have a Courageous Conversation; and
- ➔ Building Resilience Coping With Change.

### NATIONAL AND STATE LIBRARIES AUSTRALASIA (NSLA)

NSLA is a leading library sector collaboration, delivering value for the people of Australia and New Zealand. The ten member libraries representing state, territory and the national libraries of Australia and New Zealand are committed to achieve more through working together.

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

In November 2017, the State Library hosted a NSLA meeting, welcoming the heads of member libraries. The meeting gave an opportunity for all State Library staff to join a conversation about the issues facing peer libraries across Australia and New Zealand.

The State Library continued to allocate a significant level of resources from across the organisation to participate in all NSLA working groups and communities of practice.

Again this year, a major focus for NSLA libraries was a project to develop National edeposit, or NED as it will be known. The system, based on existing National Library of Australia infrastructure, is a deposit system for digital publications under the combined legal deposit provisions





CEO and State Librarian, Ms Margaret Allen PSM, joins the heads of other state, territory and the National Library of Australia signing the agreement to develop the National eDeposit (NED) system, November 2017

of federal, state and territory jurisdictions. NED will create efficiencies for publishers who will be able to make a single online deposit to satisfy both local and Commonwealth legal deposit requirements.

For the State Library this is essential for the preservation of Western Australian online published material. NED will give the State Library the means to collect, store and make accessible Western Australian internet publications. Drafting of new *Legal Deposit Act 2012* regulations to cover the deposit of Western Australian internet publications is currently underway.

NED is expected to launch in early 2019.

Other NSLA groups the State Library contributed to in 2017–2018 included:

- ➔ State Library staff co-chaired the NSLA Indigenous Working Group. The group continued to promote

the *Right Wrongs* digital exhibition that opened in May 2017. The exhibition was developed in partnership with the ABC and AIATSIS. The group also commenced work on a shared strategy across all member libraries to improve Indigenous cultural competency. This strategy is a NSLA collaborative priority for the workforce for the future.

- ➔ The NSLA eResources Consortium continued to secure access to electronic databases for NSLA libraries, aiming to simplify and improve licencing arrangements, maximise efficiency, innovation and sustainability for NSLA libraries, and explore opportunities for making databases more widely available to all Australians, regardless of where they live. During 2017–2018, 162 subscriptions to 48 products from 18 vendors were managed by the Consortium on behalf of member libraries.

## FUNDRAISING

In 2017, the State Library adopted a fundraising plan that established a number of low cost initiatives to attract funding. This included actively seeking bequests and financial donations, donation boxes in the State Library building, donation opportunities online, and campaigns to support specific initiatives, for example the Mining and Energy WA archive and the Kay Poustie Scholarship.

These initiatives not only attract financial support for general operations and specific initiatives of the Library, they also attract valuable attention to the collections and services of the Library. Two initiatives under the fundraising plan were the Peer of the State Library and the Heritage Film Appeal.

## PEER OF THE STATE LIBRARY

Peers of the State Library are individuals who supported the Library through cash donations of \$250 dollars or more for the purpose of enriching and promoting its collections and for the benefit and enjoyment of the people of Western Australia. The program is designed to foster a group of loyal Library ‘supporters’ with a level of prestige and recognition afforded to the group. The program encourages individuals to play a valuable role in the growth of the State Library by committing to an annual donation. Platinum Peers generously donated \$5,000 or more.

In 2017–2018 the first Peers of the State Library included:

- ➔ Friends of Battye Library Inc. (Platinum Peer)
- ➔ Mr Robert O’Connor QC
- ➔ Ms Anne Banks-McAllister AM
- ➔ Ms Susan Parker

- ➔ Mr Neil Bradley
- ➔ Dr Pamela Statham Drew and Mr Nick Drew
- ➔ Ms Elizabeth Frayne
- ➔ Ms Margaret Nowak AM
- ➔ Ms Margaret Allen PSM
- ➔ Anonymous

### WESTERN AUSTRALIAN HERITAGE FILM APPEAL

The State Library conducted a fundraising appeal from March to May 2018 to digitise film in its heritage collections. Digitisation of film from old formats like 16 mm film will ensure the preservation and future access to these materials. A total of \$19,500 was raised including, \$10,500 from an online appeal, \$8,000 from Screenwest and \$1,000 was donated by the Friends of Battye Library Inc. The money raised will enable the Library to digitise more than 45 films. Screenwest will screen the digitised films in Yagan Square and they will be available to view through the State Library website.

### TRAINING OPPORTUNITIES FOR COMMUNITY MEMBERS

The State Library is committed to providing opportunities for people to gain skills and work opportunities with the organisation. This year, the Library hosted three trainees through the Public Sector Commission, one school based trainee and two Aboriginal trainees.

In addition, the Library hosted one librarian/archivist intern from Switzerland, five library studies students and two high school work experience students.



16mm film decayed and deteriorated beyond repair. This particular film has acetate film base degradation, commonly known as vinegar syndrome

### VOLUNTEERS

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

- ➔ promoting the Library on social media;
- ➔ collecting feedback from clients for Library surveys; and
- ➔ translating documents and foreign book titles.

In 2017–2018 volunteers donated 8,178 hours of their time to the people of Western Australia. Methodology provided by the Economic, Social and Cultural Value of Volunteering to Western Australia estimated this benefited the local community to the value of \$644,799.

As a partner with the Library for the past 33 years, volunteers from the WA Genealogical Society (Family History WA) responded to 3,149 enquiries from people researching their family history.

During the year one of the Library's volunteers, Mrs Shirley Babis, was shortlisted for the WA People's Choice Spirit of Volunteering Award. This award is for the individual who is an unsung hero in the community and through their volunteering has enhanced the lives of others and the community.



## FRIENDS OF BATTYE LIBRARY INC

The Friends of Battye Library Inc. have continued to be a valued partner of the State Library's J.S. Battye Library of West Australian History through assisting with preservation, digitisation and promotion of West Australian documentary heritage materials. In 2017–2018, the Friends generously supported the Library's Western Australian Heritage Film Appeal with a \$1,000 donation.

## PARTNERS AND COLLABORATORS

State Library valued partners and collaborators in 2017–2018 included:

- ➔ Aboriginal Culture and History WA
- ➔ Art Gallery of Western Australia
- ➔ Artrage Inc (Fringe World Festival)
- ➔ Association of Independent Schools of Western Australia Inc.
- ➔ Australian Broadcasting Corporation
- ➔ Australian Children's Literature Alliance
- ➔ Australian Institute of Aboriginal and Torres Strait Islander Studies
- ➔ Australian Libraries Copyright Committee
- ➔ Australian Library and Information Association
- ➔ Australian Research Council
- ➔ Awesome Arts
- ➔ British Museum
- ➔ Carnamah Historical Society and Museum
- ➔ Central Institute of Technology, Adult Migrant Education Program
- ➔ Child and Adolescent Community Health
- ➔ City of Melville
- ➔ City of Perth
- ➔ Curtin University
- ➔ Deakin University
- ➔ Department of Communities, Child Protection and Family Support
- ➔ Department of Justice
- ➔ Department of Local Government, Sport and Cultural Industries
- ➔ Department of Education
- ➔ Department of Health
- ➔ Department of Planning, Lands and Heritage
- ➔ Department of Primary Industries and Regional Development
- ➔ Edith Cowan University
- ➔ Fremantle Press
- ➔ Friends of Battye Library Inc.
- ➔ Kids Own Publishing
- ➔ Libraries without Borders (Bibliothèques Sans Frontières)
- ➔ McCusker Centre for Citizenship
- ➔ Metropolitan Redevelopment Authority
- ➔ Minderoo Foundation
- ➔ Monash University
- ➔ Mowanjum Arts Centre
- ➔ Museum of Perth
- ➔ National and State Libraries Australasia (NSLA)
- ➔ National Film and Sound Archives
- ➔ National Library of Australia
- ➔ National Trust of Australia (WA)
- ➔ New Norcia Benedictine Community
- ➔ Nyamba Buru Yawuru Ltd
- ➔ Office of Multicultural Interests
- ➔ Oral History Association of Australia, WA Branch
- ➔ Perth Institute of Contemporary Arts
- ➔ Perth Festival
- ➔ Playgroups Western Australia
- ➔ Professional Historians Association (WA) Inc.
- ➔ Propel Youth Arts
- ➔ Public Libraries Western Australia
- ➔ Puma Energy
- ➔ Read Write Now!
- ➔ Revelation Film Festival
- ➔ Rio Tinto
- ➔ Royal Association of Justices of WA Inc.
- ➔ Royal Western Australian Historical Society Inc.
- ➔ RTRFM
- ➔ Scitech
- ➔ Screenwest
- ➔ Shark Bay Resources
- ➔ Society of Children's Book Writers and Illustrators
- ➔ Spine and Limb Foundation
- ➔ St John of God Foundation
- ➔ State Records Office
- ➔ Tura New Music
- ➔ VisAbility
- ➔ The University of Western Australia
- ➔ The West Australian
- ➔ Western Australian Academy of Performing Arts
- ➔ Western Australian Genealogical Society Inc.
- ➔ Western Australian Local Government Association (WALGA)
- ➔ Western Australian Museum
- ➔ Western Australian Opera
- ➔ writingWA
- ➔ Yungngora Aboriginal Corporation
- ➔ YMCA Inc.

## Significant Issues Impacting the Agency

### SECTION 4



↑ Illuminating the World of the Rothschild Prayer Book exhibition opening at the State Library, January 2018

- The State Library is working with the National Library of Australia and other State and Territory libraries to develop National edeposit (NED), a new service for the submission, management and access to digital legal deposit materials. Significantly, the service will deliver savings to publishers who will be able to make a single online deposit to satisfy state and national legal deposit requirements. The service will be underpinned by new regulations to the *Legal Deposit Act 2002* for Western Australian publications available on the internet. The Library will reprioritise resources to new workflows and skill staff in preparation for the launch of the service in early 2019.
- Alongside digital legal deposit materials, the State Library continues to acquire original digital content (such as photographs) and create digitised versions of materials from printed heritage collection materials. There is a pressing need for a digital preservation management system at the Library to store, preserve and make accessible these digital documents for future generations.
- To meet growing community demand for access to information in digital format, including unique Western Australian heritage materials, the State Library must increase its capability and capacity to collect and create digital format materials and enhance digital management, access and preservation skills across its workforce.
- The State Library must ensure that the more than one million people who visit the Library building each year are met with contemporary, attractive, functional and accessible spaces that showcases the State's heritage document collections and library services. This is especially important as the New Museum Project will deliver a world-class contemporary collection space adjacent to the State Library building in 2020.



## Disclosures and Legal Compliance

### SECTION 5

### Ministerial Directives

No Ministerial directives were received during the year.

### Other Financial Disclosures

#### PRICING POLICIES

All fees and charges are reviewed annually according to approved methodologies and adjusted for CPI in line with Department of Treasury advice. [Fees and charges](#) for services provided and for venue and equipment hire are available on the Library's website.

#### CAPITAL WORKS EXPENDITURE SUMMARY

Capital expenditure in 2017–2018 totalled \$8.756 million against a total revised budget of \$8.8 million.

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

#### CAPITAL WORKS FUNDING ALLOCATIONS 2017–2018

Library materials funding	\$9,589,000
Approved carry-overs from 2016–2017	(\$767,000)
Other (ICT Program)	-
<b>Total 2017–2018 Capital Works Funding (Revised Budget)</b>	<b>\$8,822,000</b>

#### CAPITAL WORKS EXPENDITURE

2017–2018 capital expenditure	\$8,756,000
<b>Funds remaining:</b>	
Library Materials Carry Forward	\$66,000
<b>Total Funds Remaining</b>	<b>\$66,000</b>
<b>Total 2017–2018 Capital Works Budget</b>	<b>\$8,822,000</b>

The library materials underspend of \$66,000 is largely due to the inherent difficulties in planning for the purchase of Western Australian heritage materials. Materials do not come to market on a predictable basis and prices paid vary significantly according to market conditions and the materials available.

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

## Employment and industrial relations

The full time equivalent (FTE) staffing as at 30 June 2018 was 150.66 compared to 152.75 for the previous financial year.

EMPLOYMENT CATEGORY	WOMEN		MEN		TOTAL	
	2017	2018	2017	2018	2017	2018
Permanent Full-time	54	63	41	40	95	103
Permanent Part-time	64	49	8	2	72	51
Fixed Term Full-time	5	6	1	3	6	9
Fixed Term Part-time	5	7	4	3	9	10
Casual paid on 30 June	0	0	0	0	0	0
Other*	0	0	0	1	0	1
<b>TOTAL</b>	<b>128</b>	<b>125</b>	<b>54</b>	<b>49</b>	<b>182</b>	<b>174</b>

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

## Governance disclosures

### INSURANCE

Insurance premiums were paid to indemnify any 'director' against a liability incurred under sections 13 and 14 of the Statutory Corporations (Liability of Directors) Act 1996. The amount paid for Directors and Officers liability insurance for the period 11 November 2017 to 11 November 2018 was \$4,735.50 (GST inclusive).

### BOARD AND COMMITTEE REMUNERATION

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

### UNAUTHORISED USE OF CREDIT CARDS

Officers of the Library Board hold corporate credit cards where their functions warrant usage of this facility. Cardholders are reminded of their obligations under the Department's DLGSC Purchasing Card Policy, however, there were four instances of corporate credit cards being used not for official business. The matters were not referred for disciplinary action as there was settlement of the personal use amount, and the nature of the expenditure was immaterial and characteristic of an honest mistake.

Details required	
Aggregate amount of personal use expenditure for the reporting period	\$93.86
Aggregate amount of personal use expenditure settled by the due date (within 5 working days)	-
Aggregate amount of personal use expenditure settled after the period (after 5 working days)	\$93.86
Aggregate amount of personal use expenditure outstanding at balance date	-



## Other legal requirements

### EXPENDITURE ON ADVERTISING

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

Total expenditure for 2017–2018 was \$245,338.

Expenditure was incurred in the following areas:

Advertising agencies	Nil
Market research organisations	Nil
Polling organisations	Nil
Direct mail organisations	Nil
Media advertising organisations	\$245,338
Optimum Media Decisions	\$156,982
MullenLowe Group	\$87,290
Adstream (DUBSAT)	\$180
State Law Publisher	\$58
Adcorp	\$827

Of the total amount spent on advertising, \$208,860 was funded by Rio Tinto to promote early childhood literacy messages to the Western Australian community.

### DISABILITY ACCESS AND INCLUSION PLAN OUTCOMES

The following is a report against the outcomes of the Library's Disability Access and Inclusion Plan 2013–2017.

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

- ➔ Functions and events at the State Library were accessible, with the needs of people with

disabilities taken into consideration in planning the function or event.

- ➔ Auslan interpreters were used for the State Library's 2017 Disrupted Festival of Ideas. Sessions from the Festival were also livestreamed via the Library's website.
- ➔ As a partner and venue for the Awesome International Arts Festival for Bright Young Things, the SLWA supported the Autism Spectrum Disorder Guide publication that gave detailed performance information to families and carers of children with autism.
- ➔ The State Library continues to fund VisAbility to provide a public library services to people with print disabilities.
- ➔ The State Library and VisAbility collaborated to develop Better Beginnings resources for families with a child or parent with blindness, vision impairment or a print disability, to provide an equitable opportunity to all families to experience book-sharing with their child from a very young age. Better Beginnings packs for parents with a new baby can now include a braille edition of *Baby Ways* and an accompanying audio CD that extends the story with guided touch interactions between parent and baby. These packs are provided to families in partnership with VisAbility's network of therapy staff, as well as made available to public libraries and Child Health Nurses on request. In addition, a Baby Ways Touch and Feel kit was developed as a tactile exploration of the book using items in the story. The kits provide a model for using resources from around the home to create sensory aspects to picture books, and are available for families to borrow for free from their

local public library. The Minister for Culture and the Arts launched the new resources and packs at the Manning Library in March 2018.

#### Outcome 2 People with disability have the same opportunities as other people to access the State Library and its facilities.

- ➔ The SLWA building is accessible and suitable equipment and technology is available for clients with disabilities. Accessible computers and monitors in public areas were replaced in 2018. Two height adjustable and wheelchair accessible public work stations were installed in 2018.
- ➔ The SLWA makes available materials suitable for people with disabilities in the State-wide public library collection. Materials available in the States 232 public libraries include:

Large print books	180,000
DVDs	240,000
Audio books in a variety of formats	160,000

- ➔ All Western Australian public library members are also able to access over 62,000 e-books, e-audio and e-magazines titles from the comfort of their home for free. 2018 also saw the launch of *Kanopy*, a platform and app making available access to online streamed films, documentaries and children's programmes freely available for public library members. Also as part of the online suite of Statewide e-resources are *Britannica Library*, *Popular Magazines* available at home and *Ancestry Library Edition* available to use at the State Library or any public library. Most e-resources are available in formats suitable for people with disabilities.

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

- The State Library website complies with Government accessibility standards.
- State Library publications and information are available in alternative formats on request.

**Outcome 4 People with disability receive the same level and quality of service from State Library staff as other people receive.**

- VisAbility provided advice and staff training in regards to creating accessible Word documents and ways to make exhibitions more accessible.
- State Library staff attended Sensorium Theatre’s Sensory Storytime with a view to working with the group in the future on accessible children’s Storytime sessions.

**Outcome 5 People with disability have the same opportunities as other people to make complaints to the State Library.**

- There are a number of mechanisms for State Library clients to make complaints, both online and paper-based. There are no special provisions for people with disability to make a complaint. Library staff are instructed to assist any client making a complaint.

**Outcome 6 People with disability have the same opportunities as other people to participate in any public consultation the State Library undertakes.**

- No specific engagement with disability groups was sought when conducting public consultations or State Library client surveys, however, consultations and surveys welcome feedback from people with disabilities.

**Outcome 7 People with disability have the same opportunities as other people to seek employment at the State Library.**

- People with a disability would be considered for any suitable position as a staff member or volunteer at the State Library. The Library would work with any staff member to assess their needs based on an ergonomic assessment.
- While no staff identify as having a disability, a number of people with disabilities volunteer at the Library. Tasks are assigned to these volunteers that take into account their disabilities and the work environment is adapted to fit their individual needs.
- Staff lifts were replaced in 2017. These lifts meet Australian Standards for accessibility.
- The State Library continues to contract the Spine and Limb Association to manage the discard of public library materials. This contract provides meaningful employment to people with disabilities.
- The State Library had a contract with the Spine and Limb Association for the operation of the metropolitan van service that delivers parcels between public libraries until 31 July 2017. The contract is now managed by the WA Local Government Association.

## COMPLIANCE WITH PUBLIC SECTOR STANDARDS AND ETHICAL CODES

The Department worked with the Culture and the Arts portfolio statutory authorities to ensure that legislative and public sector compliance was achieved. The Department’s Human Resources team provided services to the State Library to support its specific workplace issues and needs, including the development and implementation of human resource policies, procedures and guidelines; industrial relations advice and support, and the provision of payroll services. Library staff are provided access to the human resources policies, procedures and guidelines that govern their employment.

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

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

In 2017–2018, the State Library recorded:

- No breaches of the Public Sector Standards in Human Resource Management.
- No breaches of the Public Sector Code of Ethics or the State Library Code of Conduct.
- No formal grievances were received.
- No incidence of misconduct was reported.
- No Public Interest Disclosure was reported.

## RECORDKEEPING PLAN

The State Library's Recordkeeping Plan (RKP) continues to guide staff in the capture, retention and disposal of corporate records. The RKP was reviewed and approved by the State Records Commission in 2016–2017, with the next review due in 2021–2022. Records staff are available to assist with training, advice and guidance on recordkeeping and the use of the Library's recordkeeping system. A recordkeeping awareness module was developed in 2017–2018 and will be made available for the induction of new staff in 2018–2019. An upgrade to the Library's recordkeeping system was implemented in June 2018.

## Government policy requirements

### SUBSTANTIVE EQUALITY

The Library is committed to the elimination of systemic discrimination from all its policies, practices and services. As one of the State's most visited cultural organisations, clients come from diverse backgrounds, and strategies are in place to ensure that everyone can understand and access the agency's services.

Direction for substantive equality comes from the Culture and Arts Portfolio Substantive Equality Reference Group. Some examples of initiatives include the Better Beginnings program for Aboriginal families and participation as a host agency in the Public Sector Commission's Aboriginal Traineeship Program.

## OCCUPATIONAL SAFETY, HEALTH AND INJURY MANAGEMENT

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

In June 2017, 70 staff attended hands on workshops on manual handling techniques and safe work practices.

### MECHANISMS FOR CONSULTATION WITH STAFF

The Library has formal mechanisms for consultation with employees on occupational safety and health matters through the election of representatives to the Occupational Safety and Health (OSH) Committee which meets regularly. The Committee reviews hazard and incident reporting processes, routine workplace hazard inspection reports and processes for the resolution of OSH issues. Staff are made aware of these processes at their employee induction, through specific training, regular OSH sessions at staff meetings and through access to OSH information on the State Library intranet. All staff have access to and are aware of an Employee Assistance Program that offers professional short-term counselling to enhance their emotional, mental and general psychological wellbeing.



## COMPLIANCE WITH INJURY MANAGEMENT REQUIREMENTS

The Library is committed to adhering to the requirements of *Workers Compensation and Injury Management Act 1981 (WA)* and the *Workers' Compensation Code of Practice (Injury Management) 2005 (WA)* in the event of a work-related injury. The Library abides by the Department's policies and procedures and injury management system and is committed to assisting employees return to work after a work-related injury or illness. Managers work with injured employees to develop return to work programs for employees requiring modified, alternative or restricted duties upon returning to work from an injury or illness.

In 2017, the State Library reviewed its OSH Management System using the Worksafe Plan. Recommendations from the review are currently being considered.

The Library's results against targets set by Government for supplied indicators were:

## RISK MANAGEMENT

A strategic risk register is maintained by the organisation. Recommendations from an audit of the Library's Risk Management Framework and Policy conducted in 2016–2017 continued to be actioned. The State Library's Business Continuity Plan was revised and approved during the year.

## INTERNAL AUDIT

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

The Internal Audit function, in conjunction with the

Department's Internal Audit function, completed four audit assignments during the year. Audits completed and reviewed by the Library Board's Audit and Risk Management Committee, were a combination of audits as per the approved risk-based strategic audit plan or audits initiated by the State Library's Executive Team.

Meaningful and practical audit recommendations were made in a number of areas including information and communication technology backup processes, work health and safety compliance, the effectiveness of internal controls in respect of the procurements of public library stock and ongoing compliance with State supply policies. The State Library accepted these audit recommendations and implemented most of the them in 2017–2018.

Measure	Actual Results		Results Against Target	
	2015–2016	2017–2018	Target	Comments
Number of fatalities	0	0	0	Target achieved
Lost time injury and/or disease (LTI/D) incidence	0.64	0.57	0 or 10% improvement on the previous three years	Target achieved
Lost time injury and/or disease (LTD/I) severity rate	0	0	0 or 10% improvement on the previous three years	Target achieved
Percentage of injured workers returned to work within: (i) 13 weeks and (ii) 26 weeks	(i) 100%	(i) 100%	Greater than or equal to 80% return to work within 26 weeks	Target achieved

# Financial Statements

2017  
2018



# Certification of Financial Statements

» FOR THE PERIOD ENDING 30 JUNE 2018

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 ended 30 June 2018 and the financial position as at 30 June 2018.

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



**James Dew**  
*Chief Finance Officer*  
12 September 2018



**Dr Margaret Nowak AM**  
*Chairman*  
*Library Board of*  
*Western Australia*  
12 September 2018



**Ms Sonja Heath**  
*Chair, Finance Committee*  
*Library Board of*  
*Western Australia*  
12 September 2018



# Independent Audit Opinion



## INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

THE LIBRARY BOARD OF WESTERN AUSTRALIA

### Report on the Financial Statements

#### Opinion

I have audited the financial statements of The Library Board of Western Australia which comprise the Statement of Financial Position as at 30 June 2018, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows for the year then ended, and Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the operating results and cash flows of The Library Board of Western Australia for the year ended 30 June 2018 and the financial position at the end of that period. They are in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions.

#### Basis for Opinion

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

#### Responsibility of the Board for the Financial Statements

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

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

#### Auditor's Responsibility for the Audit of the Financial Statements

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

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

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

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

#### Report on Controls

##### Opinion

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

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

In my opinion, in all material respects, the controls exercised by The Library Board of Western Australia are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2018.

##### The Board's Responsibilities

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

# Independent Audit Opinion (continued)

## **Auditor General's Responsibilities**

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

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

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

## **Limitations of Controls**

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

## **Report on the Key Performance Indicators**

### **Opinion**

I have undertaken a reasonable assurance engagement on the key performance indicators of The Library Board of Western Australia for the year ended 30 June 2018. The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide performance information about achieving outcomes and delivering services.

In my opinion, in all material respects, the key performance indicators of The Library Board of Western Australia are relevant and appropriate to assist users to assess the Board's performance and fairly represent indicated performance for the year ended 30 June 2018.

### **The Board's Responsibility for the Key Performance Indicators**

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

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

### **Auditor General's Responsibility**

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the key performance indicators. The objectives of my engagement are to obtain reasonable assurance about whether the key performance indicators are relevant and appropriate to assist users to assess the agency's performance and whether the key performance indicators are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion.

I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements relating to assurance engagements.

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

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

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

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

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

This auditor's report relates to the financial statements and key performance indicators of The Library Board of Western Australia for the year ended 30 June 2018 included on the Board's website. The Board's management is responsible for the integrity of the Board's website. This audit does not provide assurance on the integrity of the Board's website. The auditor's report refers only to the financial statements and key performance indicators described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these financial statements or key performance indicators. If users of the financial statements and key performance indicators are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial statements and key performance indicators to confirm the information contained in this website version of the financial statements and key performance indicators.

DON CUNNINGHAME  
ASSISTANT AUDITOR GENERAL FINANCIAL AUDIT  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
13 September 2018



## THE LIBRARY BOARD OF WESTERN AUSTRALIA

## Statement of Comprehensive Income

» FOR THE YEAR ENDED 30 JUNE 2018

	Note	2018 \$'000	2017 \$'000
<b>COST OF SERVICES</b>			
<b>EXPENSES</b>			
Employee benefits expense	3.1(a)	14,598	14,306
Supplies and services	3.3	6,364	6,690
Depreciation and amortisation expense	5.1, 5.2	11,225	9,357
Accommodation expenses	3.3	2,939	3,781
Grants and subsidies	3.2	316	360
Loss on disposal of non-current assets	3.4	2	18
Other expenses	3.3	14	257
<b>Total cost of services</b>		<b>35,458</b>	<b>34,769</b>
<b>INCOME</b>			
<b>Revenue</b>			
User charges and fees	4.2	766	845
Commonwealth grants and contributions	4.4	198	244
Interest revenue	4.5	29	40
Sponsorship revenue	4.6	5	60
Bequest contributions	4.7	-	9
Other revenue	4.8	1,178	1,194
<b>Total Revenue</b>		<b>2,176</b>	<b>2,392</b>
<b>Total income other than income from State Government</b>		<b>2,176</b>	<b>2,392</b>
<b>NET COST OF SERVICES</b>		<b>33,282</b>	<b>32,377</b>

	Note	2018 \$'000	2017 \$'000
<b>INCOME FROM STATE GOVERNMENT</b>			
	4.1		
Service appropriation		31,963	30,015
Assets/liabilities assumed/(transferred)		-	130
Services received free of charge		1,248	1,073
Royalties for Regions Fund		250	720
Grants and subsidies from State Government		161	498
<b>Total income from State Government</b>		<b>33,622</b>	<b>32,436</b>
<b>SURPLUS FOR THE PERIOD</b>		<b>340</b>	<b>59</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
<b>Items not reclassified subsequently to profit or loss</b>			
Changes in asset revaluation surplus	9.8	(1,683)	(13,487)
<b>Total other comprehensive income</b>		<b>(1,683)</b>	<b>(13,487)</b>
<b>TOTAL COMPREHENSIVE INCOME FOR THE PERIOD</b>		<b>(1,343)</b>	<b>(13,428)</b>

See also Note 2.2 'Schedule of Income and Expenses by Service'.

The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.



## THE LIBRARY BOARD OF WESTERN AUSTRALIA

## Statement of Financial Position

» AS AT 30 JUNE 2018

	Note	2018 \$'000	2017 \$'000
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	7.1	2,368	1,543
Restricted cash and cash equivalents	7.1	723	556
Receivables	6.1	700	494
Amounts receivable for services	6.2	9,641	10,438
Other current assets	6.3	442	467
<b>Total Current Assets</b>		<b>13,874</b>	<b>13,498</b>
<b>NON-CURRENT ASSETS</b>			
Restricted cash and cash equivalents	7.1	1,569	1,512
Amounts receivable for services	6.2	16,534	14,343
Property, plant and equipment	5.1	46,358	48,150
Library collections	5.1	121,828	124,358
Intangible assets	5.2	-	12
<b>Total Non-Current Assets</b>		<b>186,289</b>	<b>188,375</b>
<b>TOTAL ASSETS</b>		<b>200,163</b>	<b>201,873</b>

	Note	2018 \$'000	2017 \$'000
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Payables	6.4	376	763
Provisions	3.1(b)	2,470	2,519
Other current liabilities	6.5	67	14
<b>Total Current Liabilities</b>		<b>2,913</b>	<b>3,296</b>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	3.1(b)	546	530
<b>Total Non-Current Liabilities</b>		<b>546</b>	<b>530</b>
<b>TOTAL LIABILITIES</b>		<b>3,459</b>	<b>3,826</b>
<b>NET ASSETS</b>		<b>196,704</b>	<b>198,047</b>
<b>EQUITY</b>			
	9.8		
Contributed equity		57,305	57,305
Reserves		90,701	92,384
Accumulated surplus		48,698	48,358
<b>TOTAL EQUITY</b>		<b>196,704</b>	<b>198,047</b>

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

## THE LIBRARY BOARD OF WESTERN AUSTRALIA

## Statement of Changes in Equity

» FOR THE YEAR ENDED 30 JUNE 2018

	Note	CONTRIBUTED EQUITY \$000	RESERVES \$000	ACCUMULATED SURPLUS \$000	TOTAL EQUITY \$000
<b>Balance at 30 June 2016</b>		57,230	105,871	48,299	211,400
Changes in accounting policy or correction of prior period errors		-	-	-	-
<b>Restated balance at 1 July 2016</b>		57,230	105,871	48,299	211,400
Surplus		-	-	59	59
Other comprehensive income	9.8	-	(13,487)	-	(13,487)
Total comprehensive income for the period		-	(13,487)	59	(13,428)
Transaction with owners in their capacity as owners:	9.8				
Capital appropriations		75	-	-	75
Total		75	-	-	75
<b>Balance at 30 June 2017</b>		57,305	92,384	48,358	198,047
<b>Balance at 1 July 2017</b>		57,305	92,384	48,358	198,047
Changes in accounting policy or correction of prior period errors		-	-	-	-
<b>Restated balance at 1 July 2017</b>		57,305	92,384	48,358	198,047
Surplus		-	-	340	340
Other comprehensive income	9.8	-	(1,683)	-	(1,683)
Total comprehensive income for the period		-	(1,683)	340	(1,343)
Transaction with owners in their capacity as owners:	9.8				
Capital appropriations		-	-	-	-
Total		-	-	-	-
<b>Balance at 30 June 2018</b>		57,305	90,701	48,698	196,704

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

## Statement of Cash Flows

» FOR THE YEAR ENDED 30 JUNE 2018

	Note	2018 \$'000	2017 \$'000
<b>CASH FLOWS FROM STATE GOVERNMENT</b>			
Service appropriation		20,846	20,694
State grants and subsidies		30	150
Capital appropriation		-	75
Holding account drawdowns		9,723	9,810
Royalties for Regions Fund		250	720
<b>Net cash provided by State Government</b>		<b>30,849</b>	<b>31,449</b>
Utilised as follows:			
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>PAYMENTS</b>			
Employee benefits		(14,612)	(14,111)
Supplies and services		(6,269)	(6,604)
Accommodation		(1,703)	(3,094)
Grants and subsidies		(316)	(370)
GST payments on purchases		(1,710)	(1,882)
Other payments		(80)	(117)
<b>RECEIPTS</b>			
Sales of goods and services		-	-
User charges and fees		711	735
Commonwealth grants and contributions		198	244
Interest received		30	32
Sponsorship revenue		5	60
GST receipts on sales		126	186
GST receipts from taxation authority		1,565	1,559
Other receipts		1,176	1,423
<b>Net cash (used in) operating activities</b>	7.1	<b>(20,879)</b>	<b>(21,939)</b>

	Note	2018 \$'000	2017 \$'000
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>PAYMENTS</b>			
Purchase of non-current physical assets		(8,921)	(10,156)
<b>Net cash (used in) investing activities</b>		<b>(8,921)</b>	<b>(10,156)</b>
Cash and cash equivalents at the beginning of the reporting period		3,611	4,257
Net increase/(decrease) in cash and cash equivalents		1,049	(646)
<b>Cash and cash equivalents at the end of the reporting period</b>	7.1	<b>4,660</b>	<b>3,611</b>

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



# Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 1. Basis of preparation

The Library Board of Western Australia (herein after referred to as 'the Library Board') is a WA Government entity and is controlled by the State of Western Australia, which is the ultimate parent. The Library Board is a not-for-profit entity (as profit is not its principal objective) and it has no cash generating units.

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

These annual financial statements were authorised for issue by the Accountable Authority of the Library Board on 12 September 2018.

### STATEMENT OF COMPLIANCE

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

- 1) *The Financial Management Act 2006* (FMA)
- 2) The Treasurer's Instructions (the Instructions or TI)
- 3) Australian Accounting Standards (AAS) including applicable interpretations
- 4) Where appropriate, those AAS paragraphs applicable for not-for-profit entities have been applied.

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

### BASIS OF PREPARATION

These financial statements are presented in Australian dollars applying the accrual basis of accounting and using the historical cost convention. Certain balances will apply a different measurement basis (such as the fair value basis). Where this is the case the different measurement basis is disclosed in the associated note. All values are

rounded to the nearest thousand dollars (\$'000).

### JUDGEMENTS AND ESTIMATES

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

### CONTRIBUTED EQUITY

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

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

## 2. Library Board outputs

### HOW THE LIBRARY BOARD OPERATES

This section includes information regarding the nature of funding the Library Board receives and how this funding is utilised to achieve the Library Board's objectives. This note also provides the distinction between controlled funding and administered funding:

	<i>Note</i>
Library Board objectives	2.1
Schedule of Income and Expenses by Service	2.2

### 2.1 LIBRARY BOARD OBJECTIVES

#### MISSION

For the benefit of all Western Australians, the State Library of Western Australia: treasures the stories of Western Australia, champions literacy & learning, cultivates creative ideas and leads the development of the Western Australian public library network. These four fundamental tasks define the essential and unique contribution the State Library of Western Australia makes to the community. They provide the strategic direction with which to set goals and guide operational plans to achieve them.

In support of its mission, the State Library of Western Australia works continuously to improve its' services and processes, meet governance obligations, support staff as a learning organisation, consults with the community it services and collaborates effectively with partners.

The Library Board is predominantly funded by Parliamentary appropriations. It also provides tenancy, facilities hire and photocopying services on a fee-for-service basis. The fees charged are determined by prevailing market forces. The Library Board also seeks to recover the cost of lost and damaged books loaned to customers.

#### SERVICES

The Library Board provides the following services:

##### *Service 1: Collection Services*

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

##### *Service 2: Public Library Services*

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

##### *Service 3: Library, Literacy and Community Engagement*

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

## THE LIBRARY BOARD OF WESTERN AUSTRALIA

## 2.2 Schedule of income and expenses by service

» FOR THE YEAR ENDED 30 JUNE 2018

	Collection Services		Public Library Services		Library, Literacy and Community Engagement		Total	
	2018 \$'000	2017 \$'000	2018 \$'000	2017 \$'000	2018 \$'000	2017 \$'000	2018 \$'000	2017 \$'000
<b>COST OF SERVICES</b>								
<b>Expenses</b>								
Employee benefits expense	5,727	5,656	3,978	3,758	4,893	4,892	14,598	14,306
Supplies and services	2,135	2,114	1,979	1,983	2,250	2,593	6,364	6,690
Depreciation and amortisation expense	835	872	9,330	7,546	1,060	939	11,225	9,357
Accommodation expenses	1,175	1,510	735	945	1,029	1,326	2,939	3,781
Grants and subsidies	147	167	169	189	-	4	316	360
Cost of sales	-	-	-	-	-	-	-	-
Loss on disposal of non-current assets	1	8	-	4	1	6	2	18
Other expenses	3	49	1	28	10	180	14	257
<b>Total cost of services</b>	<b>10,023</b>	<b>10,376</b>	<b>16,192</b>	<b>14,453</b>	<b>9,243</b>	<b>9,940</b>	<b>35,458</b>	<b>34,769</b>
<b>Income</b>								
<i>Revenue</i>								
User charges and fees	482	521	121	141	163	183	766	845
Sales	-	-	-	-	-	-	-	-
Commonwealth grants and contributions	1	-	196	244	1	-	198	244
Interest revenue	12	16	7	10	10	14	29	40
Sponsorship revenue	-	-	-	12	5	48	5	60
Bequest contributions	-	4	-	2	-	3	-	9
Other revenue	199	304	236	251	743	639	1,178	1,194
<b>Total Revenue</b>	<b>694</b>	<b>845</b>	<b>560</b>	<b>660</b>	<b>922</b>	<b>887</b>	<b>2,176</b>	<b>2,392</b>
<b>Total income other than income from State Government</b>	<b>694</b>	<b>845</b>	<b>560</b>	<b>660</b>	<b>922</b>	<b>887</b>	<b>2,176</b>	<b>2,392</b>
<b>NET COST OF SERVICES</b>	<b>9,329</b>	<b>9,531</b>	<b>15,632</b>	<b>13,793</b>	<b>8,321</b>	<b>9,053</b>	<b>33,282</b>	<b>32,377</b>
<b>INCOME FROM STATE GOVERNMENT</b>								
Service appropriation	9,285	8,792	14,441	13,389	8,237	7,834	31,963	30,015
Assets/Liabilities (transferred)/Assumed	-	51	-	33	-	46	-	130
Services received free of charge	499	430	312	268	437	375	1,248	1,073
Royalties for Regions Fund	-	-	-	-	250	720	250	720
Grants and subsidies from State Government	82	269	33	87	46	142	161	498
<b>Total income from State Government</b>	<b>9,866</b>	<b>9,542</b>	<b>14,786</b>	<b>13,777</b>	<b>8,970</b>	<b>9,117</b>	<b>33,622</b>	<b>32,436</b>
<b>SURPLUS/(DEFICIT) FOR THE PERIOD</b>	<b>537</b>	<b>11</b>	<b>(846)</b>	<b>(16)</b>	<b>649</b>	<b>64</b>	<b>340</b>	<b>59</b>

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 3. Use of our funding

**EXPENSES INCURRED IN THE DELIVERY OF SERVICES**

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

	Notes	2018 \$'000	2017 \$'000
Employee benefits expenses	3.1(a)	14,598	14,306
Employee benefits provisions	3.1(b)	3,016	3,049
Grants and subsidies	3.2	316	360
Other expenses	3.3	9,317	10,728
Losses	3.4	2	18

**3.1(A) EMPLOYEE BENEFITS EXPENSES**

	2018 \$'000	2017 \$'000
Wages and salaries	12,394	12,793
Termination benefits	819	155
Other employee related expenses	92	55
Superannuation – defined contribution plans <sup>(a)</sup>	1,293	1,303
<b>Total employee benefits expenses</b>	<b>14,598</b>	<b>14,306</b>

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

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

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

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

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

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

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

**3.1 (B) EMPLOYEE BENEFITS PROVISIONS**

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

	2018 \$'000	2017 \$'000
<b>Current</b>		
<i>Employee benefits provision</i>		
Annual leave <sup>(a)</sup>	877	847
Long service leave <sup>(b)</sup>	1,320	1,369
Provision for Purchased Leave <sup>(c)</sup>	3	-
	<b>2,200</b>	<b>2,216</b>
<i>Other provisions</i>		
Employment on-costs <sup>(d)</sup>	270	303
	270	303
<b>Total current employee benefits provisions</b>	<b>2,470</b>	<b>2,519</b>
<b>Non-current</b>		
<i>Employee benefits provision</i>		
Long service leave <sup>(b)</sup>	493	476
	493	476
<i>Other provisions</i>		
Employment on-costs <sup>(d)</sup>	53	54
	53	54
<b>Total non-current employee benefits provisions</b>	<b>546</b>	<b>530</b>
<b>Total employee benefits provisions</b>	<b>3,016</b>	<b>3,049</b>



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**3.1 (B) EMPLOYEE BENEFITS PROVISIONS  
(CONTINUED)**

**(a) Annual leave liabilities:** Classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2018 \$'000	2017 \$'000
Within 12 months of the end of the reporting period	644	656
More than 12 months after the end of the reporting period	233	191
	877	847

The provision for annual leave is calculated at the present value of expected payments to be made in relation to services provided by employees up to the reporting date.

**(b) Long service leave liabilities:** Unconditional long service leave provisions are classified as current liabilities as the Library Board does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period.

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

Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2018 \$'000	2017 \$'000
Within 12 months of the end of the reporting period	396	443
More than 12 months after the end of the reporting period	1,417	1,402
	1,813	1,845

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

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

	2018 \$'000	2017 \$'000
Within 12 months of the end of the reporting period	3	-
More than 12 months after the end of the reporting period	-	-
	3	-

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

Employment on-costs, including workers' compensation insurance, are not employee benefits

and are recognised separately as liabilities and expenses when the employment to which they relate has occurred. Employment on-cost are included as part of 'Other expenses, Note 3.3 (apart from the unwinding of the discount [finance cost])' and are not included as part of the Library Board's 'employee benefits expense'. The related liability is included in 'Employment on-costs provision'.

	2018 \$'000	2017 \$'000
<b>Employment on-cost provision</b>		
Carrying amount at start of period	357	373
Additional provisions recognised	(34)	(16)
Payments/other sacrifices of economic benefits	-	-
<b>Carrying amount at end of period</b>	323	357

**Key sources of estimation uncertainty – long service leave**

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

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

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

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

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**3.2 GRANTS AND SUBSIDIES**

	2018 \$'000	2017 \$'000
<b>Recurrent</b>		
Regional subsidies	132	146
Visibility Inc (formerly the Association for the Blind)	184	202
Other grants and subsidies	-	12
<b>Total grants and subsidies</b>	<b>316</b>	<b>360</b>

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

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

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

**3.3 OTHER EXPENSES**

	2018 \$'000	2017 \$'000
<b>Supplies and services</b>		
Communications	786	662
Consultants and contractors	313	339
Consumables	901	1,321
Repairs & maintenance – software	509	443
Travel	99	109
Insurance premiums	88	98
Lease/hire	186	105
Online Information access fees	1,825	1,861
Freight and cartage	133	156
Professional Services	511	486
Licences	443	465
Other	570	645
<b>Total supplies and services expenses</b>	<b>6,364</b>	<b>6,690</b>

**Accommodation expenses**

	2018 \$'000	2017 \$'000
Repairs & maintenance - building	1,278	2,107
Cleaning	382	360
Security	450	441
Utilities	796	824
Other	33	49
<b>Total accommodation expenses</b>	<b>2,939</b>	<b>3,781</b>
<b>Other expenditures</b>		
Bad and doubtful debts <sup>(a)</sup>	24	56
Workers' compensation insurance	(60)	-
Prizes paid	9	146
Audit fees <sup>(b)</sup>	39	46
Other	2	9
<b>Total other expenditures</b>	<b>14</b>	<b>257</b>
<b>Total other expenses</b>	<b>9,317</b>	<b>10,728</b>

(a) See also Note 9.10 'Supplementary Financial Information'.

(b) See also Note 9.7 'Remuneration of auditor'.

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

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

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

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

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

**Bad and doubtful debts expense:** recognised as the movement in the provision for doubtful debt. Please refer to note 6.1.1 Movement of the allowance for impairment of receivables.

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**3.3 OTHER EXPENSES (CONTINUED)**

**Employee on-cost:** includes workers' compensation insurance and other employment on-costs. The on-costs liability associated with the recognition of annual and long service leave liabilities is included at Note 3.1(b) Employee benefit provision. Superannuation contributions accrued as part of the provision for leave are employee benefits and are not included in employment on-costs.

**3.4 LOSSES**

	2018 \$'000	2017 \$'000
<b>Net proceeds from disposal of non-current assets</b>		
Office equipment	-	-
Furniture & Fittings	-	-
<b>Carrying amount of non-current assets disposed</b>		
Building improvements	2	-
Office equipment	-	3
Furniture & Fittings	-	15
<b>Net loss</b>	<b>2</b>	<b>18</b>

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

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

**4. Our funding sources****How we obtain our funding**

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

	Notes	2018 \$'000	2017 \$'000
Income from State Government	4.1	33,622	32,436
User charges and fees	4.2	766	845
Sales	4.3	-	-
Commonwealth grants and contributions	4.4	198	244
Interest revenue	4.5	29	40
Sponsorship revenue	4.6	5	60
Bequest contributions	4.7	-	9
Other revenue	4.8	1,178	1,194

**4.1 INCOME FROM STATE GOVERNMENT**

	2018 \$'000	2017 \$'000
Appropriation received during the period:		
Service appropriation <sup>(a)</sup>	31,963	30,015
	<b>31,963</b>	<b>30,015</b>
Assets transferred from/(to) other State government agencies during the period: <sup>(b)</sup>		
Assets transferred from DLGSC - Office Equipment	-	130
<b>Total assets assumed</b>	<b>-</b>	<b>130</b>
Services received free of charge		
Determined on the basis of the following estimates provided by agencies:		
State Solicitors Office	6	7
Department of Local Government, Sport and Cultural Industries		
– Operational appropriation	1,242	1,066
<b>Total services received</b>	<b>1,248</b>	<b>1,073</b>
Royalties for Regions Fund:		
– Regional Community Services Account <sup>(c)</sup>	250	720
<b>Total Royalties for Regions Fund</b>	<b>250</b>	<b>720</b>
Grants and subsidies from State Government		
– Global maintenance specific purpose funding	161	498
<b>Total grants and subsidies from State Government</b>	<b>161</b>	<b>498</b>
<b>Total income from State Government</b>	<b>33,622</b>	<b>32,436</b>



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**4.1 INCOME FROM STATE GOVERNMENT (CONTINUED)**

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

Service appropriations fund the net cost of services delivered (as set out in note 2.2.) Appropriation revenue comprises the following:

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

The receivable (holding account – note 6.2) comprises the following:

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

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

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

**4.2 USER CHARGES AND FEES**

	2018 \$'000	2017 \$'000
Tenancy revenue	76	118
User fees	153	159
Service charges	227	262
Recoveries lost and damaged books	310	306
<b>Total user charges and fees</b>	<b>766</b>	<b>845</b>

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

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

**4.3 TRADING PROFIT**

	2018 \$'000	2017 \$'000
<b>Sales</b>	-	-
Cost of Sales:		
– Opening inventory	-	36
– Purchases	-	-
– Transfer (at cost) of stock to WA Museum	-	(36)
<b>Closing inventory</b>	<b>-</b>	<b>-</b>
Cost of Goods Sold	-	-
<b>Trading Profit</b>	<b>-</b>	<b>-</b>

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

**4.4 COMMONWEALTH GRANTS AND CONTRIBUTIONS**

	2018 \$'000	2017 \$'000
Department of Territories - Indian Ocean Territories Grant <sup>(a)</sup>	196	244
Department of Social Services – Job Access Grant	2	-
	<b>198</b>	<b>244</b>

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

	2018 \$'000	2017 \$'000
Opening balance of funds	36	36
Contributions received	196	244
Cost of providing services	(225)	(244)
<b>Balance on hand</b>	<b>7</b>	<b>36</b>

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

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

<b>4.5 INTEREST REVENUE</b>	2018 \$'000	2017 \$'000
Interest	29	40
<b>Total interest revenue</b>	<b>29</b>	<b>40</b>

Interest: Revenue is recognised as the interest accrues.

<b>4.6 SPONSORSHIP REVENUE</b>	2018 \$'000	2017 \$'000
Sponsorship	5	60
<b>Total sponsorship revenue</b>	<b>5</b>	<b>60</b>

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

<b>4.7 BEQUEST CONTRIBUTIONS</b>	2018 \$'000	2017 \$'000
Other	-	9
<b>Total bequest contributions</b>	<b>-</b>	<b>9</b>

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

<b>4.8 OTHER REVENUE</b>	2018 \$'000	2017 \$'000
Recoup of prior year expense	33	214
Recoup of internal audit services provided	49	52
Subsidies	699	426
Insurance revenue	-	-
Recoup of costs	188	252
Other	209	250
<b>Total other revenue</b>	<b>1,178</b>	<b>1,194</b>

## 5. Key assets

**Assets the Library Board utilises for economic benefit or service potential**

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

	Notes	2018 \$'000	2017 \$'000
Property, plant, equipment & library collections	5.1	168,186	172,508
Intangible assets	5.2	-	12
<b>Total key assets</b>		<b>168,186</b>	<b>172,520</b>

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 5.1 PROPERTY, PLANT, EQUIPMENT &amp; LIBRARY COLLECTIONS

	Buildings and imp. at fair value	Furniture & equip, Office equip & Motor vehicles	Public Library collections at cost	State Library collections (non WA) at cost	WA Heritage collections at fair value	Works of art at fair value	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Year ended 30 June 2018</b>							
<b>1 July 2017</b>							
Gross carrying amount	50,611	3,906	48,572	24,019	68,115	4,401	199,624
Accumulated depreciation	(3,308)	(3,059)	-	(20,749)	-	-	(27,116)
Accumulated impairment loss	-	-	-	-	-	-	-
<b>Carrying amount at start of period</b>	<b>47,303</b>	<b>847</b>	<b>48,572</b>	<b>3,270</b>	<b>68,115</b>	<b>4,401</b>	<b>172,508</b>
Corrections of prior period errors	-	-	-	-	-	-	-
Additions	-	101	7,817	145	400	113	8,576
Transfers	-	-	-	-	-	-	-
Disposals	(2)	-	-	-	-	-	(2)
Revaluation increments	(305)	-	-	-	714	11	420
Impairment adjustment	-	-	-	-	(2,103)	-	(2,103)
Change in accounting estimates	-	-	-	-	-	-	-
Depreciation	(1,234)	(352)	(9,231)	(396)	-	-	(11,213)
<b>Carrying amount at 30 June 2018</b>	<b>45,762</b>	<b>596</b>	<b>47,158</b>	<b>3,019</b>	<b>67,126</b>	<b>4,525</b>	<b>168,186</b>
<b>Year ended 30 June 2017</b>							
<b>1 July 2016</b>							
Gross carrying amount	52,356	3,420	46,655	23,789	80,289	4,228	210,737
Accumulated depreciation	(3,000)	(2,916)	-	(20,299)	-	-	(26,215)
Accumulated impairment loss	-	-	-	-	-	-	-
<b>Carrying amount at start of period</b>	<b>49,356</b>	<b>504</b>	<b>46,655</b>	<b>3,490</b>	<b>80,289</b>	<b>4,228</b>	<b>184,522</b>
Corrections of prior period errors	-	-	-	-	590	119	709
Additions	-	582	9,200	230	648	54	10,714
Transfers	-	119	-	-	-	-	119
Disposals	-	(18)	-	-	-	-	(18)
Revaluation increments	(784)	-	-	-	-	-	(784)
Impairment adjustment	-	-	-	-	-	-	-
Change in accounting estimates	-	-	-	-	(13,412)	-	(13,412)
Depreciation	(1,269)	(340)	(7,283)	(450)	-	-	(9,342)
<b>Carrying amount at 30 June 2017</b>	<b>47,303</b>	<b>847</b>	<b>48,572</b>	<b>3,270</b>	<b>68,115</b>	<b>4,401</b>	<b>172,508</b>



# Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 5.1 PROPERTY, PLANT, EQUIPMENT & LIBRARY COLLECTIONS (CONTINUED)

### Property, Plant and Equipment

#### *Initial recognition*

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

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

#### *Subsequent measurement*

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

Buildings are independently valued annually by the Western Australian Land Information Authority (Valuation Services) and recognised annually to ensure that the carrying amount does not differ materially from the asset's fair value at the end of the reporting period.

Buildings were revalued as at 1 July 2017 by Western Australian Land Information Authority (Valuation Services). The valuations were performed during the year ended 30 June 2018 and recognised at 30 June

2018. In undertaking the revaluation, fair value of buildings was determined on the basis of depreciated replacement cost: \$45,093,800 (2017: \$46,325,000).

#### *Revaluation model*

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

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

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

#### *Derecognition*

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

#### *Asset revaluation surplus*

The asset revaluation surplus is used to record increments and decrements on the revaluation of non-current assets on a class of assets basis.

### Library Collections

#### *Capitalisation/expensing of assets*

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

#### *Subsequent measurement*

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

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**5.1.1 DEPRECIATION AND IMPAIRMENT**

Charge for the period	2018 \$'000	2017 \$'000
Depreciation		
Plant, equipment and vehicles	352	340
Buildings	1,234	1,269
Library collections (Public Library Stock)	9,231	7,283
Library collections (State Library)	396	450
<b>Total depreciation for the period</b>	<b>11,213</b>	<b>9,342</b>

Refer to the impairment note below for details of a WA Heritage Collections impairment recognised as at 30 June 2018.

**Finite useful lives**

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

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

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

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

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

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

**Impairment**

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

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

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

As the Library Board is a not-for-profit entity, unless a specialised asset has been identified as a surplus

asset, the recoverable amount of regularly revalued specialised assets is anticipated to be materially the same as fair value.

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

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

Library collections were impaired by \$2.103 million as at 30 June 2018 as the number of pictorial images used for valuation purposes could not be fully substantiated. The impairment adjustment resulted in a decrement in WA Heritage Collections at fair value and a revaluation decrement through other comprehensive income.

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**5.2 INTANGIBLE ASSETS**

	2018 \$'000	2017 \$'000
<b>Computer software</b>		
At cost	1,071	1,071
Accumulated amortisation	(1,071)	(1,059)
	-	12
<b>Reconciliations:</b>		
<b>Computer software</b>		
Carrying amount at 1 July 2017	12	27
Additions	-	-
Transfers	-	-
Revaluation increments	-	-
Amortisation expense	(12)	(15)
<b>Carrying amount at 30 June 2018</b>	<b>-</b>	<b>12</b>

**Initial recognition**

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

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

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

An internally generated intangible asset arising from

development (or from the development phase of an internal project) is recognised if, and only if, all of the following are demonstrated

- the technical feasibility of completing the intangible asset so that it will be available for use or sale;
- an intention to complete the intangible asset and use or sell it;
- the ability to use or sell the intangible asset;
- the intangible asset will generate probable future economic benefit;
- the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset;
- the ability to measure reliably the expenditure attributable to the intangible asset during its development.

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

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

**Subsequent measurement**

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

**5.2.1 AMORTISATION AND IMPAIRMENT**

Charge for the period	2018 \$'000	2017 \$'000
Computer software	12	15
<b>Total amortisation for the period</b>	<b>12</b>	<b>15</b>

As at 30 June 2018 there were no indications of impairment to intangible assets.

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

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

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

Software<sup>(a)</sup> 3 to 5 years

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

**Impairment of intangible assets**

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

The policy in connection with testing for impairment is outlined in note 5.1.1.



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 6. Other assets and liabilities

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

	Notes	2018 \$'000	2017 \$'000
Receivables	6.1	700	494
Amounts receivable for services	6.2	26,175	24,781
Other current assets	6.3	442	467
Payables	6.4	376	763
Other liabilities	6.5	67	14

## 6.1 RECEIVABLES

	2018 \$'000	2017 \$'000
<b>Current</b>		
Receivables	359	225
Allowance for impairment of receivables	-	(20)
Accrued revenue	-	8
GST receivable	341	281
<b>Total receivables</b>	<b>700</b>	<b>494</b>

The Library Board does not hold any collateral or other credit enhancements as security for receivables.

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

## 6.1.1 MOVEMENT OF THE ALLOWANCE FOR IMPAIRMENT OF RECEIVABLES

	2018 \$'000	2017 \$'000
<b>Reconciliation of changes in the allowance for impairment of receivables:</b>		
Balance at start of period	20	37
Doubtful debts expense	2	19
Amounts written off during the period	(22)	(36)
Impairment losses reversed during the period	-	-
<b>Balance at end of period</b>	<b>-</b>	<b>20</b>

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.

## 6.2 AMOUNTS RECEIVABLE FOR SERVICES (HOLDING ACCOUNT)

	2018 \$'000	2017 \$'000
Current	9,641	10,438
Non-current	16,534	14,343
<b>Balance at end of period</b>	<b>26,175</b>	<b>24,781</b>

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

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

<b>6.3 OTHER ASSETS</b>	2018 \$'000	2017 \$'000
<b>Current</b>		
Prepayments	442	467
<b>Balance at end of period</b>	<b>442</b>	<b>467</b>

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

<b>6.4 PAYABLES</b>	2018 \$'000	2017 \$'000
<b>Current</b>		
Trade payables	54	133
Other payables	-	48
Accrued expenses	325	618
GST Payable	(3)	(36)
<b>Balance at end of period</b>	<b>376</b>	<b>763</b>

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

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

The accrued salaries suspense account (See Note 7.1.2 'Restricted cash and cash equivalents') consists of amounts paid annually, from Library Board appropriations for salaries expense, into a Treasury suspense account to meet the additional cash outflow for employee salary payments in reporting periods with 27 pay days instead of the normal 26. No interest is received on this account.

<b>6.5 OTHER LIABILITIES</b>	2018 \$'000	2017 \$'000
<b>Current</b>		
Salaries clearing account	50	-
Income received in advance	5	-
Unclaimed monies	12	14
<b>Total current</b>	<b>67</b>	<b>14</b>
<b>Balance at end of period</b>	<b>67</b>	<b>14</b>

## 7. Financing

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

	<i>Notes</i>
Cash and cash equivalents	7.1
Reconciliation of operating cash	7.1.1
Restricted cash and cash equivalents	7.1.2
Reconciliation of operating activities	7.1.3
Commitments	7.2
Non-cancellable operating lease commitments	7.2.1
Capital commitments	7.2.2

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 7.1 CASH AND CASH EQUIVALENTS

## 7.1.1 RECONCILIATION OF CASH

	Notes	2018 \$'000	2017 \$'000
Cash and cash equivalents		2,368	1,543
Restricted cash and cash equivalents	8.1	2,292	2,068
<b>Balance at end of period</b>		<b>4,660</b>	<b>3,611</b>

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

## 7.1.2 RESTRICTED CASH AND CASH EQUIVALENTS

	2018 \$'000	2017 \$'000
<b>Current</b>		
Royalties for Regions Fund <sup>(a)</sup>	12	15
Leah Jane Cohen Bequest <sup>(b)</sup>	48	48
Kay Poustie Scholarship	46	31
Heritage Film Digitisation Fundraising Appeal	18	-
Mining & Energy WA	17	15
Minderoo 'From Another View'	62	-
Other funds with restricted application <sup>(c)</sup>	520	447
<b>Total current</b>	<b>723</b>	<b>556</b>
<b>Non-current</b>		
Leah Jane Cohen Bequest <sup>(b)</sup>	1,458	1,458
27th pay	111	54
<b>Total non-current</b>	<b>1,569</b>	<b>1,512</b>
<b>Balance at end of period</b>	<b>2,292</b>	<b>2,068</b>

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

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

(c) Other funds with restricted application comprise Sholl bequest, Office of Multicultural Interests, Indian Oceans Territories, Rio Tinto in-kind support, Ideas Box, Dr Peter Williams collection, collection projects and general purpose donation funds.



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**7.1.2 RESTRICTED CASH AND CASH EQUIVALENTS (CONTINUED)**

Restricted Cash and Cash Equivalents Schedules	Royalties for Regions Fund	Leah Jane Cohen Bequest	Kay Poustie Scholarship	Heritage Film Digitisation Fundraising Appeal	Mining & Energy WA	Minderoo "From Another View"	27th Pay	Other Funds With Restricted Application	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Opening balance at 1 July 2017</b>	15	1,506	31	-	15	-	54	447	2,068
Restricted cash inflows	250	29	18	18	2	174	57	627	1,175
Restricted cash outflows	(253)	(29)	(3)	-	-	(112)	-	(554)	(951)
<b>Closing balance at 30 June 2018</b>	12	1,506	46	18	17	62	111	520	2,292
<b>Opening balance at 1 July 2016</b>	161	1,509	-	-	-	-	-	22	1,692
Restricted cash inflows	720	31	31	-	15	-	54	923	1,774
Restricted cash outflows	(866)	(34)	-	-	-	-	-	(498)	(1,398)
<b>Closing balance at 30 June 2017</b>	15	1,506	31	-	15	-	54	447	2,068

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**7.1.3 RECONCILIATION OF NET COST OF SERVICES TO NET CASH FLOWS PROVIDED BY/(USED IN) OPERATING ACTIVITIES**

	Notes	2018 \$'000	2017 \$'000
Net cost of services		(33,282)	(32,377)
<b>Non-cash items:</b>			
Depreciation and amortisation expense		11,225	9,357
Doubtful debts expense		(2)	(19)
Write down of stock		-	-
Resources received free of charge		1,248	1,073
Adjustment for other non-cash items		132	(130)
Net loss/(gain) on sale of property, plant and equipment		2	18
<b>(Increase)/decrease in assets:</b>			
Current receivables <sup>(a)</sup>		(146)	(131)
Current inventories		-	36
Other current assets		25	19
<b>Increase/(decrease) in liabilities:</b>			
Current payables <sup>(a)</sup>		(127)	(354)
Current provisions		(49)	933
Other current liabilities		53	(8)
Accrued expenses		(293)	498
Non-current provisions		16	(706)
Other non-current liabilities		-	(9)
Net GST receipts/(payments) <sup>(b)</sup>		(19)	(137)
Change in GST in receivables/payables <sup>(c)</sup>		338	(2)
<b>Net cash provided by/(used in) operating activities</b>		<b>(20,879)</b>	<b>(21,939)</b>

(a) Note that the Australian Taxation Office (ATO) receivable/payable in respect of GST and the receivable/payable in respect of the sale/purchase of non-current assets are not included in these items as they do not form part of the reconciling items.

(b) This is the net GST paid/received, i.e. cash transactions.

(c) This reverses out the GST in receivables and payables.

The mandatory application of AASB 2016-2 Amendments to Australian Accounting Standards - Disclosure Initiative: Amendments to AASB 107 imposed disclosure impacts only. The Library Board is not exposed to changes in liabilities arising from financing activities, including both changes arising from cash flows and non-cash changes.

**7.2 COMMITMENTS****7.2.1 NON-CANCELLABLE OPERATING LEASE COMMITMENTS**

	2018 \$'000	2017 \$'000
Commitments for minimum lease payments are payable as follows:		
Within 1 year	10	10
Later than 1 year and not later than 5 years	8	18
Later than 5 years	-	-
<b>Balance at end of period</b>	<b>18</b>	<b>28</b>

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

The Library Board has entered into a lease for vehicles which is a non-cancellable lease with a (maximum) four year term, with lease payments made monthly in arrears.

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**7.2.2 CAPITAL COMMITMENTS**

	2018 \$'000	2017 \$'000
Capital expenditure commitments, being contracted capital expenditure additional to the amounts reported in the financial statements, are payable as follows:		
Within 1 year	674	1,145
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
<b>Balance at end of period</b>	<b>674</b>	<b>1,145</b>

The capital commitments include amounts for:

	2018 \$'000	2017 \$'000
Library Materials acquisitions (GST Inclusive)	674	1,145
Capital commitments Building Management Works, Department of Finance	-	-
	<b>674</b>	<b>1,145</b>

The totals presented for capital commitments are GST inclusive.

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

The Library Board has entered into a number of leases for motor vehicles. It has been determined that the lessor (State Fleet) retains substantially all the risks and rewards incidental to ownership. Accordingly, these leases have been classified as operating leases.

**8. Risks and contingencies**

This note sets out the key risk management policies and measurement techniques of the Library Board.

	Notes
Financial risk management	8.1
Contingent assets	8.2.1
Contingent liabilities	8.2.2
Fair value measurements	8.3

**8.1 FINANCIAL RISK MANAGEMENT**

Financial instruments held by the Library Board are cash and cash equivalents, restricted cash and cash equivalents, 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.

**(a) Summary of risks and risk management***Credit risk*

Credit risk arises when there is the possibility of the Library Board's receivables defaulting on their contractual obligations resulting in financial loss to the agency.

The maximum exposure to credit risk at the end of the reporting period in relation to each class of recognised financial asset is the gross carrying amount of those assets inclusive of any allowance for impairment as shown in the table at Note 8.1 (c) 'Financial instruments disclosures' and Note 6.1 'Receivables'.

Credit risk associated with the Library Board's financial assets is minimal because the main receivable is the amounts receivable for services (holding account). For receivables other than Government, the Library Board trades only with recognised, creditworthy third 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. At the end of the reporting period there were no significant concentrations of credit risk.

*Liquidity risk*

Liquidity risk arises when the Library Board is unable to meet its financial obligations as they fall due.

The Library Board is exposed to liquidity risk through its trading in the normal course of business.

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

*Market risk*

Market risk is the risk that changes in market prices such as foreign exchange rates and interest rates will affect the Library Board's income or the value of its holdings of financial instruments. The Library Board holds minimal cash in foreign currencies and is not materially exposed to foreign currency risk.



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**8.1 FINANCIAL RISK MANAGEMENT (CONTINUED)**

Other than as detailed in the interest rate sensitivity analysis table at Note 8.1(e), 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 it has no borrowings or finance leases.

**(b) Categories of financial instruments**

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

	2018 \$'000	2017 \$'000
<b>Financial assets</b>		
Cash and cash equivalents	2,368	1,543
Restricted cash and cash equivalents	2,292	2,068
Loans and receivables <sup>(a)</sup>	26,534	24,994
<b>Total financial assets</b>	<b>31,194</b>	<b>28,605</b>
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	443	777
<b>Total financial liability</b>	<b>443</b>	<b>777</b>

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

**(c) Ageing analysis of financial assets**

	Carrying Amount \$'000	Not past due and not impaired \$'000	Past due but not impaired					Impaired financial assets \$'000
			Up to 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000	More than 5 years \$'000	
<b>2018</b>								
Cash and cash equivalents	2,368	2,368	-	-	-	-	-	-
Restricted cash and cash equivalents	2,292	2,292	-	-	-	-	-	-
Receivables (a)	359	261	21	13	41	23	-	-
Amounts receivable for services	26,175	26,175	-	-	-	-	-	-
	<b>31,194</b>	<b>31,096</b>	<b>21</b>	<b>13</b>	<b>41</b>	<b>23</b>	<b>-</b>	<b>-</b>
<b>2017</b>								
Cash and cash equivalents	1,543	1,543	-	-	-	-	-	-
Restricted cash and cash equivalents	2,068	2,068	-	-	-	-	-	-
Receivables (a)	213	164	12	12	45	-	-	(20)
Amounts receivable for services	24,781	24,781	-	-	-	-	-	-
	<b>28,605</b>	<b>28,556</b>	<b>12</b>	<b>12</b>	<b>45</b>	<b>-</b>	<b>-</b>	<b>(20)</b>

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**8.1 FINANCIAL RISK MANAGEMENT (CONTINUED)****(d) Liquidity risk and interest rate exposure**

The following table details the Library Board's interest rate exposure and the contractual maturity analysis of financial assets and financial liabilities. The maturity analysis section includes interest and principal cash flows. The interest rate exposure section analyses only the carrying amounts of each item.

Interest rate exposure and maturity analysis of financial assets and financial liabilities:

	Weighted Average Effective Interest Rate %	Carrying Amount \$'000	Interest Rate Exposure			Nominal Amount \$'000	Maturity Dates					
			Fixed Interest Rate \$'000	Variable Interest Rate \$'000	Non-interest Bearing \$'000		Up to 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000	More than 5 years \$'000	
<b>2018</b>												
<i>Financial assets</i>												
Cash and cash equivalents	-	2,368	-	-	2,368	2,368	2,368	-	-	-	-	-
Restricted cash and cash equivalents	1.96%	2,292	-	2,181	111	2,292	2,292	-	-	-	-	-
Receivables <sup>(a)</sup>	-	359	-	-	359	359	359	-	-	-	-	-
Amounts receivable for services	-	26,175	-	-	26,175	26,175	770	1,540	7,331	16,534	-	-
		31,194	-	2,181	29,013	31,194	5,789	1,540	7,331	16,534	-	-
<i>Financial Liabilities</i>												
Payables		376	-	-	376	376	376	-	-	-	-	-
Other liabilities		67	-	-	67	67	67	-	-	-	-	-
		443	-	-	443	443	443	-	-	-	-	-
<b>2017</b>												
<i>Financial assets</i>												
Cash and cash equivalents	-	1,543	-	-	1,543	1,543	1,543	-	-	-	-	-
Restricted cash and cash equivalents	1.98%	2,068	-	2,014	54	2,068	2,068	-	-	-	-	-
Receivables <sup>(a)</sup>	-	213	-	-	213	213	213	-	-	-	-	-
Amounts receivable for services	-	24,781	-	-	24,781	24,781	746	1,492	8,200	14,343	-	-
		28,605	-	2,014	26,591	28,605	4,570	1,492	8,200	14,343	-	-
<i>Financial liabilities</i>												
Payables		763	-	-	763	763	763	-	-	-	-	-
Other liabilities		14	-	-	14	14	14	-	-	-	-	-
		777	-	-	777	777	777	-	-	-	-	-

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**8.1 FINANCIAL RISK MANAGEMENT (CONTINUED)****(e) 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 end of the reporting period 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.

	Carrying Amount \$'000	-100 basis points		+100 basis points	
		Surplus \$'000	Equity \$'000	Surplus \$'000	Equity \$'000
<b>2018</b>					
<b>Financial Assets</b>					
Restricted cash and cash equivalents	2,181	(22)	(22)	22	22
<b>Total (Decrease)/Increase</b>		(22)	(22)	22	22
<b>2017</b>					
<b>Financial Assets</b>					
Restricted cash and cash equivalents	2,014	(20)	(20)	20	20
<b>Total (Decrease)/Increase</b>		(20)	(20)	20	20

**8.2 CONTINGENT ASSETS AND LIABILITIES**

Contingent assets and contingent liabilities are not recognised in the statement of financial position but are disclosed and, if quantifiable, are measured at nominal value.

Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

**8.2.1 CONTINGENT ASSETS**

The Library Board is not aware of any contingent assets existing as at 30 June 2018.

**8.2.2 CONTINGENT LIABILITIES**

The Library Board is not aware of any contingent liabilities existing as at 30 June 2018.

**8.3 FAIR VALUE MEASUREMENTS**

Assets measured at fair value:	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	Fair value \$'000
<b>2018</b>				
Buildings	-	-	45,094	45,094
WA Heritage collections	-	-	67,126	67,126
Works of art	-	-	4,525	4,525
	-	-	116,745	116,745
<b>2017</b>				
Buildings	-	-	46,325	46,325
WA Heritage collections	-	-	68,115	68,115
Works of art	-	-	4,401	4,401
	-	-	118,841	118,841

*There were no transfers between Levels 1, 2 or 3 during the current and previous periods.*



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**8.3 FAIR VALUE MEASUREMENT (CONTINUED)**

## Fair value measurements using significant unobservable inputs (Level 3)

**2018**

	Buildings \$'000	WA Heritage collections \$'000	Works of art \$'000
Fair value at start of period	46,325	68,115	4,401
Correction of prior period errors	-	-	-
Additions	-	400	113
Revaluation increments/(decrements) recognised in Profit or Loss	-	-	-
Revaluation increments/(decrements) recognised in Other Comprehensive Income	(305)	714	11
Depreciation expense	(926)	-	-
Transfers from/(to) Level 2	-	-	-
Disposals	-	-	-
Impairment adjustment	-	(2,103)	-
Change in accounting estimates	-	-	-
<b>Fair value at end of period</b>	<b>45,094</b>	<b>67,126</b>	<b>4,525</b>
Total gains or losses for the period included in profit or loss, under 'Other Gains'	-	-	-
Change in unrealised gains or losses for the period included in profit or loss for assets held at the end of the reporting period	-	-	-
<b>2017</b>			
Fair value at start of period	48,070	80,289	4,228
Correction of prior period errors	-	590	119
Additions	-	648	54
Revaluation increments/(decrements) recognised in Profit or Loss	-	-	-
Revaluation increments/(decrements) recognised in Other Comprehensive Income	(784)	-	-
Depreciation expense	(961)	-	-
Transfers from/(to) Level 2	-	-	-
Disposals	-	-	-
Impairment adjustment	-	-	-
Change in accounting estimates	-	(13,412)	-
<b>Fair value at end of period</b>	<b>46,325</b>	<b>68,115</b>	<b>4,401</b>
Total gains or losses for the period included in profit or loss, under 'Other Gains'	-	-	-
Change in unrealised gains or losses for the period included in profit or loss for assets held at the end of the reporting period	-	-	-

**Valuation processes**

There were no changes in valuation techniques during the period.

Transfers in and out of a fair value level are recognised on the date of the event or change in circumstances that caused the transfer. Transfers are generally limited to assets newly classified as non-current assets held for sale as Treasurer's instructions require valuations of land, buildings and infrastructure to be categorised within Level 3 where the valuations will utilise significant Level 3 inputs on a recurring basis.

**Buildings (Level 3 fair values)**

Fair value for existing use specialised buildings assets is determined by reference to the cost of replacing the remaining future economic benefits embodied in the asset, i.e. the depreciated replacement cost. Depreciated replacement cost is the current replacement cost of an asset less accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired economic benefit, or obsolescence, and optimisation (where applicable) of the asset. Current replacement cost is generally determined by reference to the market observable replacement cost of a substitute asset of comparable utility and the gross project size specifications.

**Basis of valuation**

In the absence of market-based evidence, due to the specialised nature of some non-financial assets, these assets are valued at Level 3 of the fair value hierarchy on an existing use basis. The existing use basis recognises that restrictions or limitations have been placed at their use and disposal when they are not determined to be surplus to requirements. These restrictions are imposed by virtue of the assets being held to deliver a specific community service and the State Library's enabling legislation.

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**8.3 FAIR VALUE MEASUREMENTS (CONTINUED)****Amendments to AASB 136**

Mandatory application of AASB 2016-4 *Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities* has no financial impact for the Library Board as the agency is classified as not-for-profit and regularly revalues specialised property, plant and equipment assets. Therefore, fair value the recoverable amount of such assets is expected to be materially the same as fair value.

**Information about significant unobservable inputs (Level 3) in fair value measurements**

Description and fair value as at 30 June 2018 \$'000	Valuation Technique(s)	Unobservable inputs	Range of unobservable inputs (weighted average)	Relationship of unobservable inputs to fair value
Buildings (\$45,094)	Depreciated Replacement Cost	Consumed economic benefit/obsolescence of asset	2.70% per year	Greater consumption of economic benefits lower fair value
		Historical cost per square metre floor area (m <sup>2</sup> )	\$3,059.28 per m <sup>2</sup>	Higher historical cost per m <sup>2</sup> increases fair value
WA Heritage collections (\$67,126)	Depreciated Replacement Cost	Historical Cost per collection	\$0-\$850,000.00 \$68.88 per object on average	Higher historical cost increases fair value
Works of art (\$4,525)	Depreciated Replacement Cost	Historical Cost per collection	\$0-\$1,500,000.00 \$4,993.91 per object on average	Higher historical cost increases fair value

Description and fair value as at 30 June 2018 \$'000	Valuation Technique(s)	Unobservable inputs	Range of unobservable inputs (weighted average)	Relationship of unobservable inputs to fair value
Buildings (\$46,325)	Depreciated Replacement Cost	Consumed economic benefit/obsolescence of asset	2.68% per year	Greater consumption of economic benefits lower fair value
		Historical cost per square metre floor area (m <sup>2</sup> )	\$3,142.71 per m <sup>2</sup>	Higher historical cost per m <sup>2</sup> increases fair value
WA Heritage collections (\$68,115)	Depreciated Replacement Cost	Historical Cost per collection	\$0-\$850,000.00 \$65.83 per object on average	Higher historical cost increases fair value
Works of art (\$4,401)	Depreciated Replacement Cost	Historical Cost per collection	\$0-\$1,500,000.00 \$6,510.41 per object on average	Higher historical cost increases fair value

**9. Other disclosures**

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

	Notes
Events occurring after the end of the reporting period	9.1
Future impact of Australian standards issued not yet operative	9.2
Key management personnel	9.3
Related parties	9.4
Related bodies	9.5
Affiliated bodies	9.6
Remuneration of auditors	9.7
Equity	9.8
Services provided free of charge	9.9
Supplementary financial information	9.10
Explanatory statement	9.11

**9.1 EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD**

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

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.2 FUTURE IMPACT OF AUSTRALIAN STANDARDS ISSUED NOT YET OPERATIVE**

The Library Board cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 *Application of Australian Accounting Standards and Other Pronouncements* or by an exemption from TI 1101. Where applicable, the Library Board plans to apply the following Australian Accounting Standards from their application date.

		Operative for reporting periods beginning on/ after
AASB 9	<i>Financial Instruments</i>  This Standard supersedes AASB 139 <i>Financial Instruments: Recognition and Measurement</i> , introducing a number of changes to accounting treatments.  The Library Board has not yet determined the application or the potential impact of the Standard.	1 January 2018
AASB 15	<i>Revenue from Contracts with Customers</i>  This Standard establishes the principles that the Library Board shall apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer. The mandatory application date of the Standard is currently 1 January 2019 after being amended by AASB 2016-7.  The Library Board's income is principally derived from appropriations which will be measured under AASB 1058 and will be unaffected by this change. However, the Library Board has not yet determined the potential impact of the Standard on 'User charges and fees' and 'Sales' revenues. In broad terms, it is anticipated that the terms and conditions attached to these revenues will defer revenue recognition until the Library Board has discharged its performance obligations.	1 January 2019

		Operative for reporting periods beginning on/ after
AASB 16	<i>Leases</i>  This Standard introduces a single lessee accounting model and requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value.  Whilst the impact of AASB 16 has not yet been quantified, the Library Board currently has commitments for \$17,877 worth of non-cancellable operating leases which will mostly be brought onto the Statement of Financial Position. Interest and amortisation expense will increase and rental expense will decrease.	1 January 2019
AASB 1058	<i>Income of Not-for-Profit Entities</i>  This Standard clarifies and simplifies the income recognition requirements that apply to not-for-profit (NFP) entities, more closely reflecting the economic reality of NFP entity transactions that are not contracts with customers. Timing of income recognition is dependent on whether such a transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service), or a contribution by owners, related to an asset (such as cash or another asset) received by an entity. The Library Board anticipates that the application will not materially impact appropriation or untied grant revenues.	1 January 2019
AASB 1059	<i>Service Concession Arrangements: Grantors</i>  This Standard addresses the accounting for a service concession arrangement (a type of public private partnership) by a grantor that is a public sector entity by prescribing the accounting for the arrangement from the grantor's perspective. Timing and measurement for the recognition of a specific asset class occurs on commencement of the arrangement and the accounting for associated liabilities is determined by whether the grantee is paid by the grantor or users of the public service provided. The Library Board has not yet determined the application or the potential impact of the Standard.	1 January 2019

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.2 FUTURE IMPACT OF AUSTRALIAN STANDARDS ISSUED NOT YET OPERATIVE (CONTINUED)**

	Operative for reporting periods beginning on/ after	Operative for reporting periods beginning on/ after
AASB 2010-7	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 &amp; 1038 and Int 2, 5, 10, 12, 19 &amp; 127]</i></p> <p>This Standard makes consequential amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 9 in December 2010.</p> <p>The mandatory application date of this Standard has been amended by AASB 2012-6 and AASB 2014-1 to 1 January 2018. The Library Board has not yet determined the application or the potential impact of the Standard.</p>	1 January 2018
AASB 2014-1	<p><i>Amendments to Australian Accounting Standards</i></p> <p>Part E of this Standard makes amendments to AASB 9 and consequential amendments to other Standards. These changes have no impact as Appendix E has been superseded and the Library Board was not permitted to early adopt AASB 9.</p>	1 January 2018
AASB 2014-5	<p><i>Amendments to Australian Accounting Standards arising from AASB 15</i></p> <p>This Standard gives effect to the consequential amendments to Australian Accounting Standards (including Interpretations) arising from the issuance of AASB 15. The mandatory application date of this Standard has been amended by AASB 2015-8 to 1 January 2018. The Library Board has not yet determined the application or the potential impact of the Standard.</p>	1 January 2018
AASB 2014-7	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)</i></p> <p>This Standard gives effect to the consequential amendments to Australian Accounting Standards (including Interpretations) arising from the issuance of AASB 9 (December 2014). The Library Board has not yet determined the application or the potential impact of the Standard.</p>	1 January 2018
AASB 2015-8	<p><i>Amendments to Australian Accounting Standards - Effective Date of AASB 15</i></p> <p>This Standard amends the mandatory application date of AASB 15 to 1 January 2018 (instead of 1 January 2017). It also defers the consequential amendments that were originally set out in AASB 2014-15. There is no financial impact arising from this Standard.</p>	1 January 2018
AASB 2016-3	<p><i>Amendments to Australian Accounting Standards - Clarifications to AASB 15</i></p> <p>This Standard clarifies identifying performance obligations, principal versus agent considerations, timing of recognising revenue from granting a licence, and provides further transitional provisions to AASB 15. The Library Board has not yet determined the application or the potential impact when the deferred AASB 15 becomes effective from 1 January 2019.</p>	1 January 2018
AASB 2016-7	<p><i>Amendments to Australian Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities</i></p> <p>This Standard defers, for not-for-profit entities, the mandatory application date of AASB 15 to 1 January 2019, and the consequential amendments that were originally set out in AASB 2014-5. There is no financial impact arising from this Standard.</p>	1 January 2018
AASB 2016-8	<p><i>Amendments to Australian Accounting Standards - Australian Implementation Guidance for Not-for-Profit Entities</i></p> <p>This Standard inserts Australian requirements and authoritative implementation guidance for not-for-profit entities into AASB 9 and AASB 15. This guidance assists not-for-profit entities in applying those Standards to particular transactions and other events. There is no financial impact.</p>	1 January 2019



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.3 KEY MANAGEMENT PERSONNEL**

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

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

**Compensation of members of the accountable authority**

Compensation Band (\$)	2018	2017
0–10,000	14	13
	\$'000	\$'000
Short term employee benefits	-	-
Post employment benefits	-	-
Other long term benefits	-	-
Termination benefits	-	-
<b>Total compensation of members of the accountable authority</b>	-	-

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

**Compensation of senior officers**

Compensation Band (\$)	2018	2017
60,001–70,000	-	1
120,001–130,000	-	1
150,001–160,000	2	1
160,001–170,000	-	1
180,001–190,000	1	-
190,001–200,000	-	1
260,001–270,000	1	-
280,001–290,000	-	1
	\$'000	\$'000
Short term employee benefits	686	873
Post employment benefits	72	84
Other long term benefits	13	23
Termination benefits	-	-
<b>Total compensation of senior officers</b>	<b>771</b>	<b>980</b>

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

**9.4 RELATED PARTIES**

The Library Board is a wholly owned and controlled entity of the State of Western Australia. In conducting its activities, the Library Board is required to pay various taxes and levies (such as Transfer Duty and Licensing Duty) to the State and entities related to the State. The payment of these taxes and levies, is based on the standard terms and conditions that apply to all tax and levy payers.

Related parties of the Library Board include:

- all senior officers and their close family members, and their controlled or jointly controlled entities;
- all cabinet ministers and their close family members, and their controlled or jointly controlled entities; and

- other departments and public sector entities, including related bodies included in the whole of government consolidated financial statements;
- associateds and joint ventures, that are included in the whole of government consolidated financial statements; and
- the Government Employees Superannuation Board (GESB).

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

**Significant transactions with Government-related entities**

Significant transactions include:

- Income from State Government (Note 4.1);
- Contributed equity (Note 9.8);
- services received free of charge from the State Solicitors Office and the Department of Local Government, Sport and Cultural Industries (Note 4.1);
- services provided free of charge to the Department of Local Government, Sport and Cultural Industries (including State Records Office) (Note 9.9);
- Royalties for Regions Fund (Note 4.1);
- superannuation payments to GESB (Note 3.1);
- lease rental payments fleet leasing to the Department of Finance (Note 3.3);
- commitments for future lease payments to the Department of Finance (Note 7.2);
- insurance payments to the Insurance Commission and Riskcover fund (Note 3.3);
- remuneration for services provided by the Auditor General (Note 9.7).

**Significant transactions with other related entities**

No significant transactions were conducted with other related entities.

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.5 RELATED BODIES**

The Library Board does not have any related bodies.

**9.6 AFFILIATED BODIES**

The Library Board does not have any affiliated bodies.

**9.7 REMUNERATION OF AUDITORS**

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

	2018 \$'000	2017 \$'000
Auditing the accounts, financial statements, controls and key performance indicators	34	34
	34	34

**9.8 EQUITY**

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

	2018 \$'000	2017 \$'000
Contributions by owners	57,305	57,230
Capital contribution	-	75
<b>Total contributions by owners</b>	<b>57,305</b>	<b>57,305</b>
<b>Balance at end of period</b>	<b>57,305</b>	<b>57,305</b>

	2018 \$'000	2017 \$'000
<b>Reserves</b>		
<i>Asset revaluation surplus</i>		
<i>Buildings</i>		
Balance at start of period	46,284	47,068
Net revaluation increments/ (decrements)	(305)	(784)
	45,979	46,284
<i>Collections</i>		
Balance at start of period	43,921	56,624
Net revaluation increments/ (decrements)		
Collections	725	-
Change in accounting estimate		
Collections	-	(13,412)
Correction of prior period errors:		
Collections	-	590
Works of art	-	119
Impairment adjustment		
Collections	(2,103)	-
	42,543	43,921
<b>Balance at end of period</b>	<b>88,522</b>	<b>90,205</b>
<i>Asset transfer reserve</i>		
<b>Balance at start and end of period</b>	<b>721</b>	<b>721</b>
<i>Bequest reserve</i>		
Balance at start and end of period	1,458	1,458
<b>Balance at end of year</b>	<b>1,458</b>	<b>1,458</b>
<b>Total Reserves</b>	<b>90,701</b>	<b>92,384</b>

	2018 \$'000	2017 \$'000
<b>Accumulated surplus</b>		
Balance at start of period	48,358	48,299
Result for the period	340	59
<b>Balance at end of period</b>	<b>48,698</b>	<b>48,358</b>
<b>Total equity at end of period</b>	<b>196,704</b>	<b>198,047</b>

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.9 SERVICES PROVIDED FREE OF CHARGE**

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

	2018 \$'000	2017 \$'000
<b>State Records Office</b>		
Employee costs	37	36
Accommodation costs	133	140
Supplies & services	21	24
	191	200
<b>Department of Local Government, Sport and Cultural Industries<sup>(a)</sup></b>		
Employee costs	-	-
Accommodation costs	16	-
Supplies & services	1	-
	17	-

(a) The Department of Local Government, Sport and Cultural Industries occupied 172m<sup>2</sup> of space within the Alexander Library Building from 28 August 2017. The Department of Local Government, Sport and Cultural Industries subsequently occupied an additional 215m<sup>2</sup> of space within the Alexander Library Building from 12 April 2018.

**9.10 SUPPLEMENTARY FINANCIAL INFORMATION**

	2018 \$'000	2017 \$'000
<b>Write-Offs</b>		
Bad debts written off by the Library Board during the financial year	22	36
	22	36

**Losses Through Theft, Defaults and Other Causes**

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

**Gifts of Public Property**

During the reporting period, the Library Board donated 3 light trucks to the Spine and Limb Foundation Inc (S&LF). This donation enabled S&LF to continue to deliver courier services to metropolitan public libraries. The carrying amount of the three trucks as at the date of donation was \$0.00.

**9.11 EXPLANATORY STATEMENT (CONTROLLED OPERATIONS)**

All variances between estimates (original budget) and actual results for 2018, and between the actual results for 2018 and 2017 are shown below. Narratives are provided for key major variances, which are generally greater than:

5% and \$695,000 for the Statements of Comprehensive Income and Cash Flows, and

5% and \$4.037 million for the Statement of Financial Position.

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 9.11.1 STATEMENT OF COMPREHENSIVE INCOME VARIANCES

Statement of Comprehensive Income (Controlled Operations) Expenses	Variance Note	Estimate 2018 \$'000	Actual 2018 \$'000	Actual 2017 \$'000	Variance between estimate and actual \$'000	Variance between actual results for 2018 and 2017 \$'000
Employee benefits expense	1	15,625	14,598	14,306	(1,027)	292
Supplies and services	2	5,631	6,364	6,690	733	(326)
Depreciation and amortisation expense	A	11,143	11,225	9,357	82	1,868
Accommodation expenses	3, B	3,830	2,939	3,781	(891)	(842)
Grants and subsidies		367	316	360	(51)	(44)
Cost of sales		-	-	-	-	-
Loss on disposal of non-current assets		-	2	18	2	(16)
Other expenses		143	14	257	(129)	(243)
<b>Total cost of services</b>		<b>36,739</b>	<b>35,458</b>	<b>34,769</b>	<b>(1,281)</b>	<b>689</b>
<b>Income</b>						
<i>Revenue</i>						
User charges and fees		816	766	845	(50)	(79)
Bequest trust and special purpose funds contributions		8	-	9	(8)	(9)
Commonwealth grants and contributions		245	198	244	(47)	(46)
Interest revenue		32	29	40	(3)	(11)
Sponsorship revenue		-	5	60	5	(55)
Other revenue		631	1,178	1,194	547	(16)
<b>Total Revenue</b>		<b>1,732</b>	<b>2,176</b>	<b>2,392</b>	<b>444</b>	<b>(216)</b>
Total income other than income from State Government		1,732	2,176	2,392	444	(216)
<b>NET COST OF SERVICES</b>		<b>35,007</b>	<b>33,282</b>	<b>32,377</b>	<b>(1,725)</b>	<b>905</b>
<b>INCOME FROM STATE GOVERNMENT</b>						
Service appropriation	4, C	32,736	31,963	30,015	(773)	1,948
Assets/liabilities assumed/(transferred)		-	-	130	-	(130)
Services received free of charge		1,443	1,248	1,073	(195)	175
Royalties for Regions Fund		250	250	720	-	(470)
Grants and subsidies from State Government		580	161	498	(419)	(337)
<b>Total income from State Government</b>		<b>35,009</b>	<b>33,622</b>	<b>32,436</b>	<b>(1,387)</b>	<b>1,186</b>
<b>SURPLUS FOR THE PERIOD</b>		<b>2</b>	<b>340</b>	<b>59</b>	<b>338</b>	<b>281</b>
<b>OTHER COMPREHENSIVE INCOME</b>						
Items not reclassified subsequently to profit or loss						
Changes in asset revaluation surplus		-	(1,683)	(13,487)	(1,683)	11,804
<b>Total other comprehensive income</b>		<b>-</b>	<b>(1,683)</b>	<b>(13,487)</b>	<b>(1,683)</b>	<b>11,804</b>
<b>TOTAL COMPREHENSIVE INCOME FOR THE PERIOD</b>		<b>2</b>	<b>(1,343)</b>	<b>(13,428)</b>	<b>(1,345)</b>	<b>12,085</b>



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.11.1 STATEMENT OF COMPREHENSIVE INCOME  
VARIANCES (CONTINUED)****Major Estimate and Actual (2018) Variance Narratives**

1. Employee benefits expense was under estimates by \$1.027 million (6.6%) as the estimate includes a funding allocation for the State Records Office. During the reporting period, both the State Records Office and its service appropriation were transferred to the Department of Local Government, Sport and Cultural Industries. The transfer was retrospectively applied, with an effective date of 1 July 2017. Accordingly, the Library Board did not incur any employee benefits expense for State Records Office staff.
2. Supplies and services expenses exceeded estimates by \$0.733 million (13.0%). During the 2017-18 mid-year review, \$0.924 million capital funds were repurposed as recurrent funds. Amongst other things, repurposed funds were used to acquire subscriptions to online electronic resources for public libraries.
3. Accommodation expenses were under estimates by \$0.891 million (23.3%) predominantly due to lower than expected global maintenance and fit-for-purpose resources received free of charge from the Department of Local Government, Sport and Cultural Industries.
4. Service appropriation was under estimates by \$0.773 million (2.4%) as the estimate includes a funding allocation for the State Records Office. During the reporting period, both the State Records Office and its service appropriation (\$2.109 million) were transferred to the Department of Local Government, Sport and Cultural Industries. The transfer was retrospectively applied, with an effective date of 1 July 2017. This decrement was partially offset by repurposing \$0.924 million capital

funds as recurrent funds during the 2017-18 mid-year review as well as \$0.475 million (unbudgeted) additional appropriation from the State Government to fund Voluntary Targeted Separation Scheme payments made to Library Board staff.

**Major Actual (2018) and Comparative (2017) Variance Narratives**

- A. Depreciation and amortisation expense increased by \$1.868 million (20.0%). Public library collection stock is considered to have a useful life of five years. The value of the fifth oldest year's acquisitions is amortised in the current year. Accordingly, the increase in depreciation and amortisation expense is due to higher public library materials acquisitions five years ago.
- B. Accommodation expenses decreased by \$0.842 million (22.3%) predominantly as a result of lower global maintenance and fit-for-purpose resources received free of charge from the Department of Local Government, Sport and Cultural Industries.
- C. Service appropriation increased by \$1.948 million (6.5%) predominantly due to a \$1.796 million increase in non-cash appropriation used to fund asset (library materials) replacement. In addition, the State Government funded \$0.475 million Voluntary Targeted Separation Scheme payments made to Library Board staff.

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.11.2 STATEMENT OF FINANCIAL POSITION VARIANCES**

Statement of Financial Position (Controlled Operations)	Variance Note	Estimate 2018 \$'000	Actual 2018 \$'000	Actual 2017 \$'000	Variance between estimate and actual \$'000	Variance between actual results for 2018 and 2017 \$'000
<b>ASSETS</b>						
<b>Current Assets</b>						
Cash and cash equivalents		2,574	2,368	1,543	(206)	825
Restricted cash and cash equivalents		565	723	556	158	167
Receivables		264	700	494	436	206
Amounts receivable for services		10,420	9,641	10,438	(779)	(797)
Other current assets		486	442	467	(44)	(25)
<b>Total Current Assets</b>		<b>14,309</b>	<b>13,874</b>	<b>13,498</b>	<b>(435)</b>	<b>376</b>
<b>Non-Current Assets</b>						
Restricted cash and cash equivalents		1,576	1,569	1,512	(7)	57
Amounts receivable for services		15,418	16,534	14,343	1,116	2,191
Property, plant and equipment		49,744	46,358	48,150	(3,386)	(1,792)
Library collections	5	147,875	121,828	124,358	(26,047)	(2,530)
Intangible assets		107	-	12	(107)	(12)
<b>Total Non-Current Assets</b>		<b>214,720</b>	<b>186,289</b>	<b>188,375</b>	<b>(28,431)</b>	<b>(2,086)</b>
<b>TOTAL ASSETS</b>		<b>229,029</b>	<b>200,163</b>	<b>201,873</b>	<b>(28,866)</b>	<b>(1,710)</b>
<b>LIABILITIES</b>						
<b>Current Liabilities</b>						
Payables		436	376	763	(60)	(387)
Provisions		2,015	2,470	2,519	455	(49)
Other current liabilities		9	67	14	58	53
<b>Total Current Liabilities</b>		<b>2,460</b>	<b>2,913</b>	<b>3,296</b>	<b>453</b>	<b>(383)</b>
<b>Non-Current Liabilities</b>						
Provisions		1,653	546	530	(1,107)	16
Other non-current liabilities		9	-	-	(9)	-
<b>Total Non-Current Liabilities</b>		<b>1,662</b>	<b>546</b>	<b>530</b>	<b>(1,116)</b>	<b>16</b>
<b>TOTAL LIABILITIES</b>		<b>4,122</b>	<b>3,459</b>	<b>3,826</b>	<b>(663)</b>	<b>(367)</b>
<b>NET ASSETS</b>		<b>224,907</b>	<b>196,704</b>	<b>198,047</b>	<b>(28,203)</b>	<b>(1,343)</b>
<b>EQUITY</b>						
Contributed equity		59,194	57,305	57,305	(1,889)	-
Reserves	6	117,190	90,701	92,384	(26,489)	(1,683)
Accumulated surplus		48,523	48,698	48,358	175	340
<b>TOTAL EQUITY</b>		<b>224,907</b>	<b>196,704</b>	<b>198,047</b>	<b>(28,203)</b>	<b>(1,343)</b>

# Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 9.11.2 STATEMENT OF FINANCIAL POSITION VARIANCES (CONTINUED)

### Major Estimate and Actual (2018) Variance Narratives

5. Library collections balance was under estimates by \$26.047 million (17.6%). The estimate is based on 2015-16 results and does not reflect heritage collection prior period duplicate error corrections and accounting estimate changes which were recognised as at 30 June 2017 (\$19.369 million). In addition, a \$2.103 million impairment adjustment was recognised as at 30 June 2018 to reflect the substantiated value of pictorial images in the WA Heritage Collection.
6. Reserves balance was under estimates by \$26.489 million (22.6%). The estimate is based on 2015-16 results and does not reflect heritage collection prior period duplicate error corrections and accounting estimate changes which were recognised as at 30 June 2017 (\$19.369 million). In addition, a \$2.103 million impairment adjustment was recognised as at 30 June 2018 to reflect the substantiated value of pictorial images in the WA Heritage Collection.

### Major Actual (2018) and Comparative (2017) Variance Narratives

Nil

## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

## 9.11.3 STATEMENT OF CASH FLOWS VARIANCES

Statement of Cash Flows (Controlled Operations)	Variance Note	Estimate 2018 \$'000	Actual 2018 \$'000	Actual 2017 \$'000	Variance between estimate and actual \$'000	Variance between actual results for 2018 and 2017 \$'000
<b>CASH FLOWS FROM STATE GOVERNMENT</b>						
Service appropriation	7	21,593	20,846	20,694	(747)	152
State grants and subsidies		580	30	150	(550)	(120)
Capital appropriation		125	-	75	(125)	(75)
Holding account drawdowns	8	10,438	9,723	9,810	(715)	(87)
Royalties for Regions Fund		250	250	720	-	(470)
<b>Net cash provided by State Government</b>		<b>32,986</b>	<b>30,849</b>	<b>31,449</b>	<b>(2,137)</b>	<b>(600)</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>						
<b>Payments</b>						
Employee benefits	9	(15,602)	(14,612)	(14,111)	990	(501)
Supplies and services		(5,650)	(6,269)	(6,604)	(619)	335
Accommodation	D	(2,393)	(1,703)	(3,094)	690	1,391
Grants and subsidies		(367)	(316)	(370)	51	54
GST payments on purchases		(1,378)	(1,710)	(1,882)	(332)	172
Other payments		(143)	(80)	(117)	63	37
<b>Receipts</b>						
Sales of goods and services		-	-	-	-	-
User charges and fees		816	711	735	(105)	(24)
Commonwealth grants and contributions		245	198	244	(47)	(46)
Interest received		32	30	32	(2)	(2)
Sponsorship revenue		-	5	60	5	(55)
Bequest trust and special purpose funds contributions		8	-	-	(8)	-
GST receipts on sales		97	126	186	29	(60)
GST receipts from taxation authority		1,281	1,565	1,559	284	6
Other receipts		631	1,176	1,423	545	(247)
<b>Net cash (used in) operating activities</b>		<b>(22,423)</b>	<b>(20,879)</b>	<b>(21,939)</b>	<b>1,544</b>	<b>1,060</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>						
Purchase of non-current physical assets	10 E	(10,563)	(8,921)	(10,156)	1,642	1,235
<b>Net cash (used in) investing activities</b>		<b>(10,563)</b>	<b>(8,921)</b>	<b>(10,156)</b>	<b>1,642</b>	<b>1,235</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>-</b>	<b>1,049</b>	<b>(646)</b>	<b>1,049</b>	<b>1,695</b>
Cash and cash equivalents at the beginning of the reporting period		4,715	3,611	4,257	(1,104)	(646)
<b>Cash and cash equivalents at the end of the reporting period</b>		<b>4,715</b>	<b>4,660</b>	<b>3,611</b>	<b>(55)</b>	<b>1,049</b>



## Notes to the Financial Statements

» FOR THE YEAR ENDED 30 JUNE 2018

**9.11.3 STATEMENT OF FINANCIAL POSITION  
VARIANCES (CONTINUED)****Major Estimate and Actual (2018) Variance Narratives**

7. Service appropriation was under estimates by \$0.747 million (3.5%) as the estimate includes a cash funding allocation for the State Records Office. During the reporting period, both the State Records Office and its cash service appropriation (\$2.083 million) were transferred to the Department of Local Government, Sport and Cultural Industries. The transfer was retrospectively applied, with an effective date of 1 July 2017. This decrement was partially offset by repurposing \$0.924 million capital funds as recurrent funds during the 2017-18 mid-year review as well as \$0.475 million (unbudgeted) additional appropriation from the State Government to fund Voluntary Targeted Separation Scheme payments made to Library Board staff.
8. Holding account drawdowns were under estimates by \$0.715 million (6.8%). Prior year public library materials purchases exceeded 2016-17 funding allocations by \$0.767 million. Accordingly, this overspend was carried over to 2017-18, resulting in fewer drawdowns and fewer public library materials acquisitions in the current reporting period.
9. Employee benefits payments were under estimates by \$0.990 million (6.3%) as the estimate includes a funding allocation for the State Records Office. During the reporting period, both the State Records Office and its service appropriation were transferred to the Department of Local Government, Sport and Cultural Industries. The transfer was retrospectively applied, with an effective date of 1 July 2017. Accordingly, the Library Board did not incur any employee benefits payments for State Records Office staff.
10. Purchase of non-current physical assets were under estimates by \$1.642 million (15.5%). During the 2017-18 mid-year review, \$0.924 million in capital funds were repurposed as recurrent funds in order to match the accounting treatment of some library materials, online serials and ICT program acquisitions. Accordingly, this resulted in fewer non-current physical asset purchases. In addition, prior year public library materials purchases exceeded 2016-17 funding allocations by \$0.767 million. Accordingly, this overspend was carried over to 2017-18, resulting in fewer public library materials acquisitions in the current reporting period.

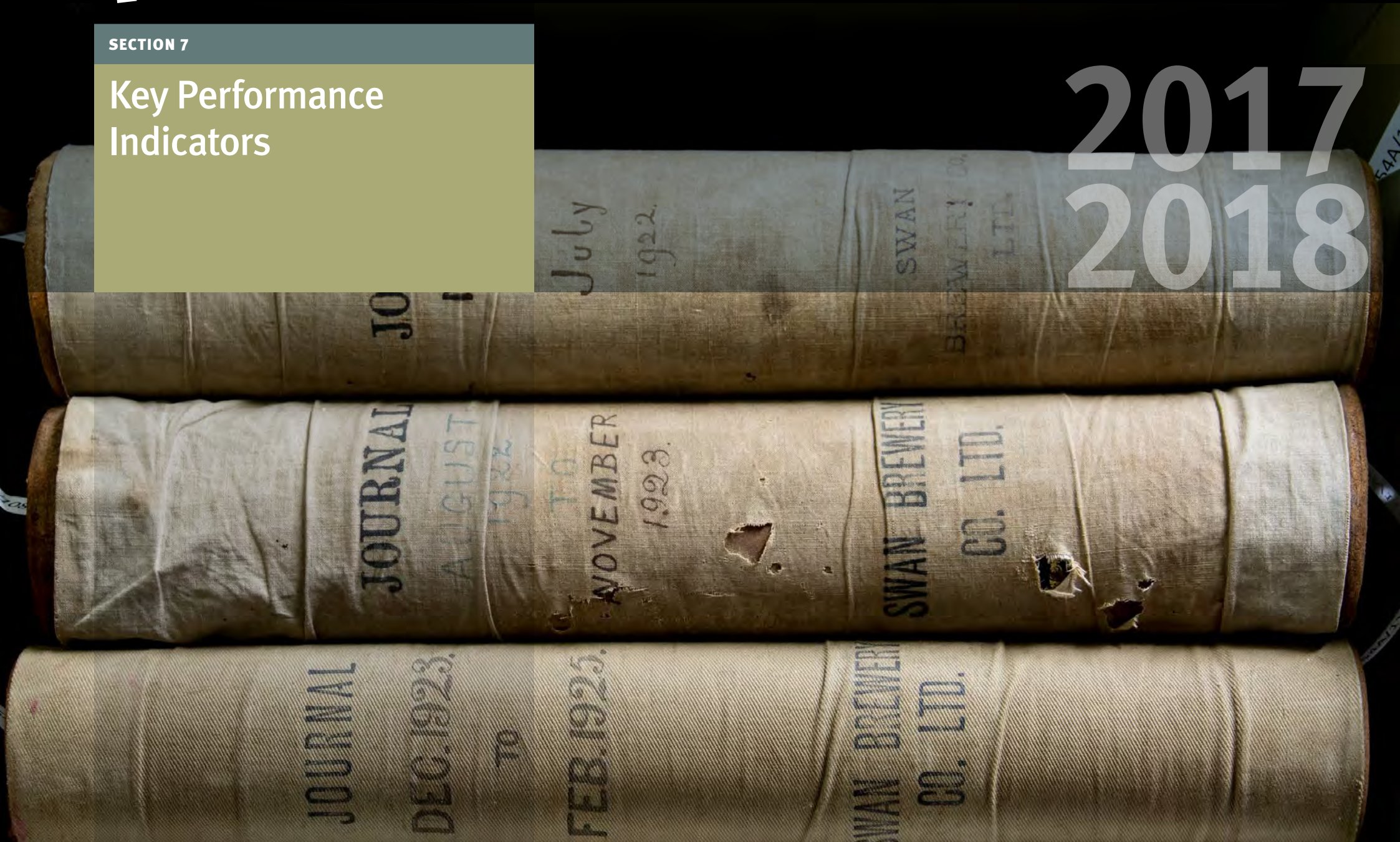
**Major Actual (2018) and Comparative (2017)  
Variance Narratives**

- D Accommodation payments decreased by \$1.391 million (45.0%) as the majority of maintenance and minor works in the current reporting period were provided by the Department of Local Government, Sport and Cultural Industries as resources free of charge. SLWA incurred the majority of maintenance and minor works costs in 2016-17.
- E. Purchase of non-current physical assets decreased by \$1.235 million (12.2%). During the 2017-18 mid-year review, \$0.924 million in capital funds were repurposed as recurrent funds in order to match the accounting treatment of some library materials, online serials and ICT program acquisitions. Accordingly, this resulted in fewer non-current physical asset purchases. In addition, prior year public library materials purchases exceeded 2016-17 funding allocations by \$0.767 million. Accordingly, this overspend was carried over to 2017-18, resulting in fewer public library materials acquisitions in the current reporting period.

SECTION 7

Key Performance  
Indicators

2017  
2018





## Government Goal

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

## Outcomes and Key Effectiveness Indicators

### OUTCOME ONE

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

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

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

2015–2016	-26.5%
2016–2017	-9.8%
<b>2017–2018</b>	<b>-18.7%</b> (Budget Papers target -19.4%)

#### Commentary:

The KPI measures the change in the number of items added to the published heritage collections through purchase, donation or legal deposit compared to the previous year. A negative percentage means that less new items were added to heritage collections in this reporting period than in the previous corresponding reporting period; in 2017–2018, 23,734 items were added to heritage collections, 18.7 per cent fewer than the 29,199 added in 2016–2017.

The KPI does not include the significant effort required to acquire, describe, preserve and store private archives. For example, a private archive collection might consist of hundreds or thousands of letters, diaries, minutes books or corporate files; it is likely that all the material will be described (catalogued), processed and stored as a collection. This may involve hundreds of hours of staff time whereas for a published Western Australian book this would take less than an hour.

In 2017–2018, the State Library added 88 metres of private archives to heritage collections.

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

#### 2. Proportion of heritage collections maintained within set standards.

The State Library of Western Australia aims to store collections within appropriate environmental conditions. To maintain a significant set of heritage materials these collections are housed under different conditions to general collections in the State Library

Building. Controlled conditions include temperature, humidity, light, and the filtration of gaseous and airborne pollutants.

2015–2016	94%
2016–2017	95%
<b>2017–2018</b>	<b>85%</b> (Budget Papers target 98%)

#### Commentary:

The KPI is below target as environmental conditions were materially affected during the installation and commissioning of the Cultural Centre Central Energy Plant. Work on the Plant was completed in late 2017.

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

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

2015–2016	-17.9%
2016–2017	-10.4%
<b>2017–2018</b>	<b>-3.2%</b> (Budget Papers target -1.9%)

#### Commentary:

The online use of images digitised in the Historical Records Rescue Consortium project (2005–08) continues to decrease as client's access newer digital

images available. The rise in use of newer images is less than the decrease in use of older HRRC images. This KPI does not include the number of page views of Western Australian newspapers on the Trove online service; there were 3.8 million pages views of this content in 2017–2018.

## OUTCOME TWO

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

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

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

2015–2016	0.766	
2016–2017	0.884	
<b>2017–2018</b>	<b>1.027</b>	(Budget Papers target 0.86)

#### Commentary:

This KPI continues to be driven by the rapid increase in the usage of e-resources available to any member of a Western Australian public library from their own home. There was a 28 per cent increase in the use of e-resources in the year, more than 1.5 million e-books, e-audios and e-magazines were downloaded.

From September 2017 a new film and documentary streaming service, *Kanopy* was made available to

public library members across the State. There were more than 21,000 downloads from this service in 2017–2018, representing more than 13,000 viewing hours.

## OUTCOME THREE

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

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

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

In previous years, clients were surveyed during a single period in June of each year. In 2017–2018, for the first time, clients were surveyed in four separate periods to better reflect their level of satisfaction with library services across the reporting year.

In total, 785 clients responded to the client survey. Clients were given the option of completing the survey in hard copy (498 responses) or from a link from the State Library website (287 responses). Of the forms returned 670 clients provided an appraisal of State Library collections and services (an 85 per cent response rate to this question). At a 95 per cent confidence level, the estimated maximum sampling error is plus or minus 5 per cent.

	June 2016	June 2017	2017–2018
Satisfied or very satisfied	90.8%	93.8%	<b>92.8%</b>
Neutral	6.4%	4.1%	<b>3.9%</b>
Dissatisfied	2.8%	2.1%	<b>3.3%</b>

(Budget Papers target 92%)

#### Commentary:

In person and online users of the State Library's collections and services continue to report a high level of satisfaction.

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

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

2015–2016	96%	
2016–2017	91%	
<b>2017–2018</b>	<b>82%</b>	(Budget Papers target 93%)

#### Commentary:

For this KPI, the only area of activity to increase in the year was the number of Better Beginnings packs delivered to families across the State. This year, more than 92,000 Western Australian families received Better Beginnings packs, an increase of 24 per cent from the previous year.

Online and in person visitors to the State Library both decreased.



## Services and Key Efficiency Indicators

### COLLECTION SERVICES

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

#### 1. Cost per new item added to the collection.

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

2015–2016	\$330.91
2016–2017	\$355.35
2017–2018	<b>\$422.31</b>
	(Budget Papers target \$463.12)

#### Commentary:

The variation from the Budget Papers was due to more than the expected numbers of items added to heritage collections. The increase from the previous year is due to a similar cost of collection services applied to a lower number of items added to heritage collections.

### PUBLIC LIBRARY SERVICES

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

#### 1. Average cost of administering services to public libraries.

2015–2016	\$62,974
2016–2017	\$62,567
2017–2018	<b>\$69,793</b>
	(Budget Papers target \$63,569)

#### Commentary:

The number of public libraries in Western Australia increased to 232 with the opening of the Lakelands Library and Community Centre in the City of Mandurah. The average cost is higher than expected predominately due to an increase in the depreciation expense for public library materials purchased for the State-wide collection.

### LIBRARY, LITERACY AND COMMUNITY ENGAGEMENT

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

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

2015–2016	\$3.45
2016–2017	\$4.23
2017–2018	<b>\$4.37</b>
	(Budget Papers target \$3.55)

#### Commentary:

The cost per engagement was greater than the Budget Papers target due to lower than expected numbers of people engaging with Library services in person and online.

## Certification of Performance Indicators

We hereby certify that the Performance Indicators are based on proper records, are relevant and appropriate for assisting clients 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 2018.



**Dr Margaret Nowak AM**

Chairman  
Library Board of Western Australia

6 September 2018



**Ms Sonja Heath**

Chair, Finance Committee  
Library Board of Western Australia

6 September 2018





State Library  
OF WESTERN AUSTRALIA

SECTION 8

Estimates

2017  
2018



## T1945 Budget Estimates

## STATEMENT OF COMPREHENSIVE INCOME

» FOR THE PERIOD ENDING 30 JUNE 2019

	ESTIMATE \$'000
<b>COST OF SERVICES</b>	
<b>EXPENSES</b>	
Employee benefits	14,026
Supplies and services	4,458
Depreciation and amortisation expense	12,212
Accommodation	3,019
Grants and subsidies	185
Cost of sales	-
Other expenses	1,078
<b>TOTAL COST OF SERVICES</b>	<b>34,978</b>
<b>INCOME</b>	
User charges and fees	734
Sales	-
Sponsorship	-
Donated works of art	-
Bequest trust and special purpose funds contributions	-
Interest revenue	32
Commonwealth grants and contributions	245
Other revenue	233
<b>Total Income</b>	<b>1,244</b>
<b>NET COST OF SERVICES</b>	<b>33,734</b>

	ESTIMATE \$'000
<b>INCOME FROM STATE GOVERNMENT</b>	
Service appropriation	31,708
Royalties for Regions Fund	250
Assets transferred / (assumed)	-
Grants and subsidies from State Government	-
Resources received free of charge	1,278
<b>TOTAL INCOME FROM STATE GOVERNMENT</b>	<b>33,236</b>
<b>SURPLUS / (DEFICIENCY) FOR THE PERIOD</b>	<b>(498)</b>



## T1945 Budget Estimates

## STATEMENT OF FINANCIAL POSITION

» FOR THE PERIOD ENDING 30 JUNE 2019

	ESTIMATE \$'000
<b>ASSETS</b>	
<b>CURRENT ASSETS</b>	
Cash and cash equivalents	3,022
Restricted cash and cash equivalents	541
Inventories	-
Receivables	449
Amounts receivable for services	9,462
Other current assets	470
<b>Total Current Assets</b>	<b>13,944</b>
<b>NON-CURRENT ASSETS</b>	
Restricted cash and cash equivalents	1,569
Amounts receivable for services	19,369
Other financial assets	-
Property, plant and equipment	49,060
Library collections	121,358
Intangibles	12
Other non-current assets	-
<b>Total Non-Current Assets</b>	<b>191,368</b>
<b>TOTAL ASSETS</b>	<b>205,312</b>

	ESTIMATE \$'000
<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
Payables	815
Provisions	2,520
Funds held in trust	-
Other current liabilities	-
<b>Total Current Liabilities</b>	<b>3,335</b>
<b>NON-CURRENT LIABILITIES</b>	
Provisions	530
Other non-current liabilities	-
<b>Total Non-Current Liabilities</b>	<b>530</b>
<b>TOTAL LIABILITIES</b>	<b>3,865</b>
<b>EQUITY</b>	
Contributed equity	55,872
Reserves	97,728
Accumulated surplus / (deficit)	47,847
<b>TOTAL EQUITY</b>	<b>201,447</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>205,312</b>



## Tl945 Budget Estimates

## STATEMENT OF CASH FLOWS

» FOR THE PERIOD ENDING 30 JUNE 2019

	ESTIMATE \$'000
<b>CASH FLOWS FROM STATE GOVERNMENT</b>	
Service appropriations	19,479
Capital appropriation	-
Holding account drawdowns	9,641
State grants and subsidies	-
Royalties for Regions Fund	250
<b>Net Cash provided by State Government</b>	<b>29,370</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
<b>PAYMENTS</b>	
Payment from trust fund	-
Employee benefits	(13,918)
Supplies and services	(4,090)
Accommodation	(1,775)
Grants and subsidies	(185)
GST payments on purchases	(1,652)
GST payments to tax authority	-
Other payments	(1,340)

	ESTIMATE \$'000
<b>CASH FLOWS FROM OPERATING ACTIVITIES (CONTINUED)</b>	
<b>RECEIPTS</b>	
Receipts into trust fund	-
Sale of goods and services	-
User charges and fees	734
Commonwealth grants and contributions	245
Interest received	32
Sponsorship	-
Bequest trust and special purpose funds contributions	-
GST receipts	87
GST receipts from taxation authority	1,565
Other receipts	233
<b>Net cash from operating activities</b>	<b>(20,064)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Purchase of non-current assets	(9,641)
<b>Net cash from investing activities</b>	<b>(9,641)</b>
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>	<b>(335)</b>
Cash assets at the beginning of the reporting period	5,467
<b>CASH ASSETS AT THE END OF THE REPORTING PERIOD</b>	<b>5,132</b>

# Appendices

2017  
2018



## APPENDICES

## Staff Members

The following people were employed at the State Library of Western Australia at 30 June 2018.

The list includes full-time, part-time, permanent and contract staff.

### Executive Office

*Chief Executive Officer and  
State Librarian*

#### Margaret Allen

Rebecca Coakley  
Kara Coote  
Karen Farmer  
Rod Forgas  
Oliver Gatty  
Sally Kelso  
Jane Masterman  
Collette McCann  
Sue North  
Perryn Warton

### Strategic and Corporate Services

*Director*

#### Chris Penwald

Anna Bacik  
Zofia Carter  
Grace Chiu  
Nick Cowie  
James Dew  
Anita Freeman  
Benjamin Hoper  
Ian Kane  
Jennifer Leunig  
William McKay  
Dharti Patel  
Nadine Redmond  
Lily Thorne-Stoate

Illona Tobin  
Peter Tranter  
Peter Vukovic

### Business Innovation Systems (Culture and the Arts portfolio)

*Manager*

#### Basil Manganaro

Jason Booth  
Glen Bousfield  
Andrew Campbell  
Mitchell Capelli  
Kirsty De Grauw  
Nigel Jones  
Christopher Pratt  
David Stewart  
Peter Vucemillo  
Shawn Wentzel

### Client Services

*Manager*

#### Susan McEwan

Pena Atanasoff  
Fiona Caratozzolo  
Kylie Coleman  
Linda Davis  
Mary Doyle  
Kate Eckersley  
Ian Edmonds  
Peter Edwards  
Vanessa Fryer

Michael Harris  
Cailin Howells  
Susan Hunter  
Linley Janssen  
Jennifer Kenny  
Shannon Leay  
Roxana Loveland  
Gemma Lyon  
Mary Magaraggia  
Jaye McCracken  
Andrew Meredith  
Helen Ouf  
Nicole Piontek  
Cameron Rogers  
Edward Ryan  
Jamie Sells  
Julie Sheren  
Carol Smith  
Anne Sotzik  
Adele Sugars  
Maryam Yousefi-Mitchell

### Community, Learning and Discovery

*Acting Director*

#### Elizabeth Spencer

Catherine Akerman  
Theresa Archer  
Michelle Campbell  
Janet Deegan  
Jennifer Donovan  
Stephanie Figueiredo Melo  
Michelle Francis

Katherine Gregory  
Tracey Hawkins  
Cathryn Holker  
Susanna Iuliano  
Amanda Jones  
Heidi Madden  
Tricia McKenzie  
Carina McPherson  
Dalon O'Hara  
Rebecca Ong  
Pamela Phelan  
Tui Raven  
Irena Sikorska  
Molly Tebo  
Linda Thorne  
Denien Toomath  
Adam Trainer  
Alison Underwood  
Margaret Watts  
Damien Webb

### Collection Services

*Acting Director*

#### Barbara Patison

Cristina Albillos  
Laurie Allen  
Susan Anderson  
Simone Barnes  
Patricia Beament  
Ewa Bieniawski  
Andrew Black  
Lee Blackford  
Maureen Blackford

Jeffrey Booth  
Jerzy Borzyskowski  
Adrian Bowen  
Norman Brodal  
Jean Butler  
Susan Byrne  
Helene Charlesworth  
Michelle Collier  
Timothy Cooke  
Cynthia Coombs  
Jennifer Crabtree  
Susan Crockett  
Lucy Dal Busco  
Amanda De Cinque  
Annette Del Bianco  
Maureen D'rozario  
Robyn Edwards  
Samantha Fairbanks  
Jennifer Feehan  
Karen Godfrey  
Sandra Green  
Frances Hammond  
Celine Har  
Susan Hegney  
Alison Hocken  
David Hodgson  
Hanna Hoffman  
Philip Hough  
Heather Jenkins  
Jennifer Jenkins  
Debra Jones  
Cathy Kelso  
Paul Kelvin  
Linda Laycock

Susan Low  
Helen Lysaght  
Pamela Marciano  
Helen Marsh  
Rosalyn McHale  
Gregg McMichan  
Carolyn Mitchell  
Wendy Monaghan  
John Naturalny  
Maria Neale  
Caroline Nightingale  
Anne Oakes  
Glenda Oakley  
Gary Obrecht  
Josephine O'Connor  
David Ong  
Kerry Randall  
Gabrielle Reynolds  
Joan Roberts  
Rosene Saks  
Samad Selamat  
Jeanette Shepherd  
Scott Smith  
Salwa Soliman  
Fernando Tafani  
Rachel Turner  
Brian Walker  
Ann Watt  
Urszula Wiejowski  
Bindy Wilson  
Ross Withnell  
Valerie Zimdahl  
Toni Young

## APPENDICES

## Staff Achievements

**Cristina Albillos and Toni Young**

Looking After Our State Library's Treasures, presentation at the New Norcia Library, October 2017.

**Margaret Allen**

Governing Board Member, International Federation of Library Associations and Institutions (IFLA)

Chair, Australian Libraries Copyright Committee

Member, National and State Libraries Australasia

Director, Australian Digital Alliance

Member, Australia Libraries and Information Association

Member, Book Council and ELending Advisory Committee

Member, INELI-Oceania Steering Committee

Member, Curtin University, BA Media and Information Advisory Board

Member, Kay Poustie Scholarship Panel

Member, DCA Writing Sector

Review Group

Member, Public Libraries Working Group

Member, Library Board Award for Innovation and Excellence Panel

Representative of Australian Libraries – Public Lending Right Committee

**Theresa Archer**

In Plain Sight: Searching for Representation Where None Exists, paper presented at Queer: Australias Homosexual Histories Conference, Adelaide, November 2017

**Adrian Bowen**

Participant - INELI-Oceania

**Hannah Hoffman**

Vice-President, Western Australia Division, Australian Institute for the Conservation of Cultural Material

**Susanna Iuliano**

Architectural Collections at the State Library, paper presented at the ICAM

Australasia Conference, Perth, November 2017

Sharing Our Diverse Heritage, paper presented at Modern Language Teachers Association of WA, International Mother Language Day event, Perth, February 2018

Review of Practicing Oral History With Immigrant Narrators (Carol McKirdy) in *Oral History Australia Journal*, 38, pp. 54–56

Italian Migrants in Western Australia, HASSChats online, Heritage Perth, 2018

**Gemma Lyon**

Accepting Honoree and Better Beginnings presentation, 2017 Library of Congress Literacy Awards, Washington DC, USA, November 2017

**Tricia McKenzie**

How the State Library Can Help Your Library, paper presented at the Western Australian Schools Library Association Conference, June 2018

**David Ong**

Battling with Old Technology to Keep State Library of WAs Digital Archive Alive, ABC Radio, December 2017

Digitisation and Digital Preservation, presentation at the East Pilbara Regional Library Meeting, June 2018

**Jo Roberts**

Committee Member, Oral History Association of Australia (Western Australia)

**Adam Trainer**

Adam Trainer, Cat Hope and Lelia Green, What is Hew, Here? Locating an Art Form Within the Western Australian New Music Archive, *Journal of the Australian Library and Information Association* Vol. 66, Iss. 3. pp. 231-248

Adam Trainer and Cat Hope, Performing Newness and Newness: Repertoire and Improvisation in the Western Australian New Music Archive, *Performance of the Real Working Papers* Vol. 1 No. 1. pp. 13-30

Cat Hope and Adam Trainer, Tura – Thirty Years of Building New Music Practice in Western Australia, in Dorottya Fabian and John Napier eds. *Diversity in Australias Music: Themes Past, Present and for the Future*. Newcastle Upon Tyne: Cambridge Scholar Publishing. pp. 255-267

**Bindy Wilson**

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

WA Heritage Film Appeal, Today Tonight, April 2018

**Terry Campbell Award for Service Excellence**

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

public.

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

The following staff received the award in 2017–2018:

- **Education Team:** Kate Akerman, Tricia McKenzie and Irena Sikorska for their work in bringing thousands of students and teachers to the Library
- **Participation and Learning Team:** Tricia McKenzie, Vanessa Fryer, John Geijsman and Amanda Jones for their work with Revelation Film Festival and Awesome Arts to bring Mini Rev to the Library
- **Heritage Team:** Damien Webb for his work on the *Right Wrongs: The WA Story* exhibition



## APPENDICES

## Volunteers

The Library would like to thank and acknowledge volunteers who provided valuable assistance in 2017–2018.

Emily Adler	Iride Chiesa	Mike Fuller	Ron Knox	Thi Nguyen	Vincenzo Surace
Kate Albrecht	Claire Chua	Beth Fullerton	Stef Kukla	Gillian O'Mara	Krish Sureshkumar
Cat Albright-Peakall	Jessica Coletta	Cathy Gawen	Janet Lamb	Ray Omodei	Aileen Swarbrick
Stefano Aragone	Deborah Connell	Annette Giles	Isabelle Lan	Chris Ong	Marise Tan
Sharon Argent	George Cowcher	Warren Gilhome	Christopher Lau	Michelle Ott	Micah Tan
Rosemary Argue	Gemma Creighton	Sue Grenda	Edith Lauk	Jason Ow	Pam Taylor
Kate Audino	Kris Cullen	Georgia Griffin	Kim-Ngoc Le	Cate Pearce	Shirley Turner
Shirley Babis	Anthea De Catania	Jennifer Grose	Shannon Leahy	Judy Pearce	Suzette Turner
Diana Baldrey	Pat deHaer	Christine Hanna	Jeanette Lee	Fleur Pereira	Barbara va der Hoeven
Jessica Bartlett	Claire Delany	Moyna Harland	Cathy Levett	Sussi Porsborg	Louise van Selm
Tracie Barton	Libby Delany	Julie Harris	Frederick Lie	Liz Purchase	Angela Vordermeier
Jane Barwell	Sian-Louise Dewar	Judy Hawrylak	Kate Lippiatt	Carole Reid	Sharon Vukovich
Trish Beaman	Marilyn Dimond	Hannah Hoffman	Leone Lionel	Nadene Richardson	Tracey Vuleta
Gabrielle Beasley	Hannah Dowsett	Dolores Hoole	Margie Lundy	Kate Roberts	Sally Warner
Sasmita Behera	Sean Dowsett	Kaitlyn Houston	Julie Maddocks	Annette Rowlands	Ben Weeramanthri
Yilda Betancur-Marin	Katrina Duncan	Melody Houston	Samantha Marley	Elizabeth Rummins	Charles Wei
Kavita Bhaw	Perpetua Durack-Clancy	Ben Hughes	Marion Marlow	Liz Rushton	John Weijers
Liz Birkett	Cheryl Edridge	Frank Hutchison	Lioni Martanovic	Ken Russell	Bethany Weldon
Harvey Boyce	Mohtaram Etemadi	Janet Hutchison	Talitha Maslin	Edward Ryan	Sarah Williams
Coenraad Brand	Brendon Fallon	Lani Johnston	Huia McGlinchey	Jackie Seymour	Nik Wilson
Eric Brand	Colleen Fancote	Emma-Jean Joseph	Jim McKinnon	Rose Shao	Graeme Winters
Ayla Bridger-Morgan	Olivia Faraone	Sarah Joseph	Mary-Jane Meehan	Elizabeth Shepherd	Emily Wong
Tasha Broomhall	Trudi Fay	Charlotte Kelly	Loreley Morling	June Sinclair	Kate Wood
Jade Bryan	Kamiha Fiedorowicz	Louisa Keron	Ladan Mortazavi	Noel Sivewright	Azi Yekta
Patrick Bunbury	Margaret Fox	Jawez Khan	Corinne Morup	Oyuna Sodov	Dilakshana Yogaras
Jeff Burge	Neil Francis	Jen Kieran	Mala Murugiah	Brian Stent	Vicky Yong
Bevan Carter	Pam Fraser	Paige Kiernan	Bernadette Neeling	Sara Suk-Udom	Shauni Zucco

## APPENDICES

## Service Delivery

	2013–2014	2014–2015	2015–2016	2016–2017	2017–2018
<b>WESTERN AUSTRALIAN HERITAGE COLLECTIONS</b>					
Visitors to the State Library Building	1,446,416	1,273,000	1,263,550	1,102,092	1,165,186
Visitors to the State Library Collections	973,776	885,836	924,698	848,535	750,062
<b>SERVICES FROM THE STATE LIBRARY</b>					
Information enquiries and consultancy	41,033	20,553	21,709	22,411	20,633
Direct loans to clients	30,493	38,257	26,735	26,853	26,576
Membership of State Library	41,132	52,504	48,722	31,677	26,929
People attending training / tours / events	22,193	32,413	34,967	28,412	26,598
<b>SERVICES TO PUBLIC LIBRARIES</b>					
Number of public libraries	232	232	232	231	232
Volumes dispatched on exchange program	512,641	536,920	497,277	404,145	346,093
Information enquiries and consultancy	4,387	3,456	3,319	2,882	3,408
Public library staff attending training	1,071	455	379	242	157
<b>USE OF INFORMATION TECHNOLOGY</b>					
Visitors to the State Library website	898,814	853,985	834,076	787,189	694,156
Page hits on the State Library website	2,057,829	2,099,819	2,440,691	1,998,771	1,508,274
Searches on Electronic Resources	944,618	730,640	727,735	822,606	1,144,526
Digital objects available	138,101	154,010	170,036	225,204	249,918
Digital objects created	29,765	30,394	60,186	37,645	41,129
<b>COLLECTION SERVICES</b>					
New volumes delivered to public libraries	427,699	422,398	369,641	293,941	285,425
Titles catalogued for heritage collections	9,293	10,763	7,436	13,466	15,058
Titles catalogued for non-heritage collections	800	235	218	1,651	1,077
Titles catalogued for public libraries	73,384	57,487	67,533	101,997	87,789

## APPENDICES

## Stock

	2013–2014	2014–2015	2015–2016	2016–2017	2017–2018
<b>HERITAGE COLLECTIONS</b>					
Monograph titles	101,575	103,394	108,680	111,355	113,068
Monograph volumes	169,263	173,145	175,025	179,409	182,611
Serial titles	18,037	18,197	25,869	27,438	27,881
Microfilm (reels)	17,720	17,810	17,870	17,990	18,092
Microfiche (metres)	15.2	15.2	15.2	15.2	15.2
Cartographic items	32,726	32,728	34,344	34,361	34,895
Ephemera (metres)	23.52	23.52	23.52	23.52	23.52
Pictorial images	578,871	596,026	605,656	611,397	615,742
Pictorial collections	8,508	8,599	8,665	8,762	8,958
Films and videos	12,208	12,362	12,558	13,506	14,527
Oral history hours of audio	16,272	16,451	16,917	17,226	17,510
Oral history transcripts	3,667	3,701	3,760	3,881	3,948
Private archives (metres)	4,016	4,086	4,148	4,227	4,315
Sound recordings	6,911	7,382	8,523	9,556	9,636
<b>NON-HERITAGE COLLECTIONS</b>					
Monographs (volumes)	276,247	235,285	203,623	191,507	190,463
Current print serials and newspaper titles	1,033	856	749	665	562
Current electronic serials titles	32,339	34,717	35,904	36,637	34,737
Microfilm (reels)	15,353	15,670	15,994	16,268	17,013
Scores	55,720	53,759	42,851	42,795	42,641
Musical sound recordings	13,378	13,386	2,215	1,903	1,885
Cartographic items	23,715	23,715	23,715	23,717	23,717
Films and videos	4,012	4,024	3,915	3,929	3,921

## APPENDICES

## Stock

	2013–2014	2014–2015	2015–2016	2016–2017	2017–2018
<b>PUBLIC LIBRARY COLLECTIONS</b>					
Adult non-fiction	929,828	912,304	887,604	847,687	793,799
Adult fiction	935,930	981,830	966,751	957,878	934,837
Junior	926,382	964,495	980,730	975,991	943,366
Total stock	2,792,140	2,829,046	2,835,085	2,808,556	2,672,002
<b>Special Formats (included above)</b>					
E-books	20,301	29,583	45,838	56,288	58,274
Languages Other Than English (LOTE)	72,977	71,893	69,791	69,570	64,655
Large Print Books	188,974	186,493	183,801	178,622	157,035
DVDs	212,305	219,676	241,146	239,196	233,418
Audio CDs / MP3 / e-audiobooks	130,888	157,327	156,038	159,813	158,072
CD-ROMs	9,251	7,630	5,898	4,564	3,583





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