

By Permission of His Excellency
FOR THE BENEFIT OF J. BUTLER
AND W. BRYANT.

at the THEATRE, SYDNEY,
On Saturday, July 30, 1795. will be Performed
JANE SHORE.

Hastings
Belmour
Cateby
Ratcliffe
Gloster
And Shore
Alicia
And Jane Shore

I. Sparrow.
R. Evans
H. Lavell.
L. Jones.
W. Chapman
H. Green.
Mrs. Davis.
Mrs. Greville.

After the Play
The Wapping Landlady.
Sailors
Mother Doublechalk
Hughes and Evans.
W. Fokea.
will be added

National Library of Australia

Annual Report 2007-2008

National Library of Australia

Annual Report 2007–2008

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National Library of Australia

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For the Benefit of J. Butler and W. Bryant: at the Theatre, Sydney ... 1796
broadside; 20.0 x 12.0 cm

Australian Collection
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The highlight of the Library's 2007–2008 acquisitions was a uniquely significant addition to the record of Australian printing, publishing and theatre history. The single-sheet broadside playbill advertises a theatrical performance at the Sydney Theatre on 30 July 1796 and was printed by our first printer, George Hughes. It is the earliest surviving example of a document printed in Australia.

The playbill was found in a scrapbook in the collection of Library and Archives Canada. It was presented by the Canadian Prime Minister, Stephen Harper, to then Prime Minister, the Hon. John Howard MP on 11 September 2007 as a gift to the nation.



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The Hon. Peter Garrett AM, MP
Minister for the Environment, Heritage and the Arts
Parliament House
CANBERRA ACT 2600

Dear Minister

The Council of the National Library of Australia has pleasure in submitting to you, for presentation to each House of Parliament, its forty-eighth annual report covering the period 1 July 2007 to 30 June 2008.

The report is submitted to you in accordance with Section 9 of the *Commonwealth Authorities and Companies Act 1997* and the Commonwealth Authorities and Companies (Report of Operations) Orders 2008.

The report has been prepared in conformity with the requirements set out under Clause 1 of Schedule 1 of the *Commonwealth Authorities and Companies Act 1997* and with selected regard to the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies*, approved by the Joint Committee of Public Accounts and Audit under Subsections 63(2) and 70(2) of the *Public Service Act 1999*, June 2008.

We commend the Library's achievements to you.

Sir James Gobbo AC, CVO
Chair of Council

Ms Jan Fullerton AO
Director-General

**NATIONAL LIBRARY OF AUSTRALIA
COUNCIL**

Top, left to right: Ms Jan Fullerton AO, Director-General and Sir James Gobbo AC, CVO, Chair of Council

Centre, left to right: Emeritus Professor John Hay AC, Mr David Borthwick PSM, Ms Janet McDonald AO, Mr Daryl Melham MP and Senator Russell Trood

Bottom, left to right: Mr Fergus Ryan, Mr Brian Long, Mr Geoffrey Lewis and Ms Deborah Thomas

Absent: Mr Kevin McCann AM

These photographs were taken during a visit by Council members to the Maps Reading Room. The Reading Room provides access to the Library's collection of over 600 000 maps.

Photographs by Loui Seselja (b.1948)



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1 Introduction



Charles Bayliss (1850–1897)
Two Ships Seen from Darling Harbour with Balmain
and Millers Point in the Background, c.1874–75
albumen print; 22.8 x 28.8 cm
Merlin and Bayliss Collection of Photographic Prints
National Library of Australia

While developing the exhibition, *A Modern Vision: Charles Bayliss, Photographer, 1850–1897*, a cache of nearly 1000 prints from the early 1870s came to light. The images, dating from 1872 to 1876, were taken by Beaufoy Merlin and Charles Bayliss. The collection was commissioned by Bernard Otto Holtermann (1838–1885), patron of the two photographers, and inherited by members of his family. The Library acquired the collection in June 2008. Announcing the acquisition, Jan Fullerton, Director-General of the Library, said the collection ‘provides a unique insight into the early history of both New South Wales and Victoria, and is appropriately held in the National Library where it will be digitised and made accessible to all Australians’.

Chair's Report



Loui Seselja (b.1948)
Sir James Gobbo AC, CVO, Chair, National
Library Council, during an interview for the
Library's Oral History Collection, April 2003

During 2007–2008 Council members considered the National Library of Australia's strategic directions for 2009–2011. This gave us the opportunity to engage in wide-ranging discussions about the impact on library services of the new ways in which people interact with each other on the world wide web and increasingly seek to satisfy their information needs through online services. It is imperative for the Library to maintain a strong visible presence in the online world. Council has determined that this is the most critical issue facing the Library in the coming years. We have recently articulated this to Government through submissions to the Australia 2020 Summit and the Review of the National Innovation System.

We face many challenges over the next few years. One of our priorities will be to continue to seek an extension to legal deposit legislation to assist us with collecting and preserving Australian publications in digital form. We will also be collaborating with other collecting and cultural institutions in order to improve access through online services to the nation's wealth of documentary resources. In particular, we will work with our colleagues in National and State Libraries Australasia on an ambitious new strategic program, Reimagining Library Services, which aims to develop an enhanced and consistent experience for users accessing our services online.

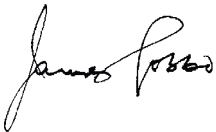
In order for us to be a library that serves all Australians, we must ensure our collections are freely and easily available to those who need them. We have been generously assisted in this by the Vincent Fairfax Family Foundation, which is funding the digitisation of the *Sydney Morning Herald* up to 1954 as part of the Library's major newspaper digitisation project. We expect to be able to provide public access to digitised newspaper content by the end of 2008.

We are also committed to improving the services we provide onsite to people who visit our reading rooms to use our collections. Consultation with users confirms they

value the opportunity to undertake research in an environment that supports scholarly endeavour. To ensure that our reading rooms meet this need, we have developed a plan for the redesign and refurbishment of our public spaces. Our Strategic Building Master Plan provides the Library with a coherent approach to delivering services to our users by bringing disparate service points together and incorporates a Treasures Gallery, which will allow us to display many of our iconic collection items to the public for the first time.

Planning for the Treasures Gallery is well under way and this year we have received generous support for the gallery from the Macquarie Bank Foundation and the Sidney Myer Fund. Donations to the Treasures Gallery have now reached \$2.8 million. We anticipate that work on building the gallery will commence in the first half of 2009. During the year, the Library was privileged to acquire the earliest surviving example of a document printed in Australia. The playbill, which advertises a theatrical performance at the Sydney Theatre in 1796, was presented to the Australian Government by the Canadian Government following its discovery in the collections of the Library and Archives Canada. Once the Treasures Gallery is built we will be able to put the playbill on permanent display to the public.

As we shape the Library's new strategic directions, Council acknowledges the impact that budgetary constraints will have on the Library's ability to innovate and utilise new technology to the extent that we would like over the next three years. Although much can be achieved through collaborative effort and the vision and commitment of a highly skilled staff, our ability to remain a vital and relevant organisation is increasingly inhibited. As we anticipate the challenges ahead in 2008–2009, the Council is proud of the Library's success in many areas during 2007–2008.



Sir James Gobbo AC, CVO

The National Library in 2007–2008: Director-General's Review

Jan Fullerton AO



Greg Power (b.1974)
Director-General of the Library, Ms Jan Fullerton AO, and Canada's High Commissioner to Australia, His Excellency Mr Michael R. Leir, with the 1796 Sydney playbill in 2007

The National Library of Australia plays a major role nationally in supporting education, innovation, scholarship and creativity. We do this by providing access to a comprehensive and diverse collection of Australian and overseas documentary resources. By offering a strong national focus in all that we do and working with others who share our goals, the Library makes a major contribution to the continuing vitality of Australia's culture and heritage, and our future as an innovative and competitive nation.

We aim to inspire and support the work and creative pursuits of researchers, educators, students, writers, artists, genealogists and many others engaged in Australia's intellectual and cultural life. We are gratified to see the knowledge gained from the use of our collections transformed into a wide range of new works. This year, several major titles drawing on our Manuscripts Collection were published. They include Professor Mark Finnane's study of barrister, judge and criminologist, Sir John Vincent Barry, *J.V. Barry: A Life* and Judith Pugh's memoir of artist Clifton Pugh, *Unstill Life: Art, Politics and Living with Clifton Pugh*. Oscar-winning designer Catherine Martin used images from our Pictures Collection to assist with her design work for the forthcoming film *Australia*, and the Australian Chamber Orchestra, while on tour in Europe, found in the Library's online catalogue a particular historical arrangement they needed for a performance in Paris with their guest artist two days later. The Library also encourages research based on our collections through a series of fellowships for emerging and established scholars, writers and creative artists. One of our 2008 Norman McCann Summer Scholars solved the longstanding mystery of the location of the first European garden to be planted in Victoria—on Churchill Island in Westernport Bay in 1801—while researching at the Library.

While some cultural institutions report declining visitor numbers, the number of visitors to the Library increased by 7 per cent this financial year, bringing total visitor

numbers to over half a million. Our exhibitions and events have enjoyed success and we have experienced an upsurge in the use of our reading rooms. There have been several occasions when all computers and desks were occupied in our Main Reading Room. Feedback from recent user focus groups has confirmed that our users highly value both our collections and the scholarly environment of our reading rooms. To ensure users continue to enjoy our facilities, we are increasing the number of computers and outlets for laptop computers in the Main Reading Room.

While we will continue to provide a valuable service to users who visit our reading rooms in person, our aim is for all Australians to find out about and have easy access to our collections. Accordingly, we continue to place great importance on the core activities of describing and digitising our collections. We estimate that 88 per cent of our collections are now described in online catalogues that can be searched through the internet. By employing more streamlined ways of describing certain types of collection material, this year we provided access to thousands of items from our pictures, maps and music collections, which previously could not be searched online. For instance, online catalogue records were created for 400 000 individual aerial maps and 15 000 records were created for an important collection of historic music for theatre and cinema. In addition, we continued to digitise the collection, bringing the total number of items digitised to just over 134 000. These can all be searched and viewed online through the internet. Some notable examples include the literary notebooks of Patrick White, the Charles Ulm National Aviation Collection, and photographs by Bruce Howard of 1970s Australian pubs and the Melbourne Olympic Games in 1956. In February, the Library launched a new version of its online catalogue, which combines the functionality of a traditional library catalogue with state-of-the-art searching features. The goal has been to make our collection resources easier to discover and request. The response from users has been extremely positive and the work we have done on our new catalogue, which builds on open-source software, has been praised internationally.

We continue to attach importance to supporting the Australian library system. For many years the Library has been working towards a productive collaboration with the world's largest library network—the Online Computer Library Center (OCLC)—which manages a global catalogue database known as WorldCat. An agreement between the Library and OCLC became effective in July 2007. This agreement ensures that the Australian data contained in Libraries Australia and WorldCat will be exchanged. As a result, holdings in Australian library collections are more easily discoverable internationally, and Australian libraries and researchers are able to discover more easily what is held overseas. The Library is also leading a national initiative to improve access for all Australians to electronic journals and databases. A purchasing consortium—Electronic Resources Australia (ERA)—was established in May 2007 with the aim of providing a means for small to medium libraries to purchase major online resources at discounted prices. ERA commenced its first subscription cycle in October 2007, with an excellent response from the library community. There are now 485 libraries using ERA to purchase electronic resources, with nine products on offer in the areas of health, general reference, and Australian news and business.

Another major priority this year has been our large-scale newspaper digitisation project. By the end of this four-year project, some 4 million newspaper pages will be freely available online via a text-searchable database. Beginning with the earliest Australian newspaper, the *Sydney Gazette*, which was first published in 1803, the Library will digitise one major newspaper from each Australian state and territory up to 1954. Importantly, the prototype for the search and delivery system has been developed and

it is anticipated that some digitised newspaper content will be publicly available in 2008. We believe that our online newspaper database will change the way scholars in many fields conduct their research, and that it will be an invaluable educational tool for teachers, students, family historians and the general public.

Promotion of our collection through engagement with the community has continued in the form of a strong program of exhibitions, events, education and publishing. *Cage of Ghosts*, an exhibition of black and white photographs by Jon Rhodes detailing the surviving physical evidence of Aboriginal occupation in south-eastern Australia, opened at the Library in September, before touring to Mackay, Queensland. This exhibition was followed in March by *Bridging the Distance*, an exploration of the impact of distance on Australian life and how we have responded to it. In August, our highly acclaimed collaborative travelling exhibition, *National Treasures from Australia's Great Libraries*, completed its national tour in Perth. Over 417 000 people visited the exhibition, which was managed by the Library on behalf of National and State Libraries Australasia. *National Treasures* has considerably raised the profile of libraries and their role in collecting documentary resources in all formats. We have been able to build on this momentum by promoting the concept of a Treasures Gallery for the Library where we can place many of the iconic and rare items in our collections on long-term public display. The tender process for the design of the gallery space has commenced and we expect building work to start in 2009.

A highlight of our events program was the two-day conference, *In the First Person: Autobiography, Memoir and the Personal Voice*, held at the Library in May. In June, the Library celebrated the acquisition of the 1796 theatre playbill with the event, *1796: The Officer, the Convicts and the Theatre Playbill*, featuring distinguished author David Malouf, actor Amanda Muggleton and historian Dr Gillian Russell. In October, the first title in the Library's Collection Highlights series—*A Banquet of Books*—was published. A major survey of the Maps Collection, *Australia in Maps: Great Maps in Australia's History from the National Library's Collection*, proved so popular that it had to be reprinted almost immediately.

The Library has been the grateful beneficiary of various kinds of support during the year. In addition to generous contributions from the Vincent Fairfax Family Foundation, the Macquarie Bank Foundation and the Sidney Myer Fund, we have received support to establish the annual Seymour Summer Scholarship and to continue the Norman McCann Summer Scholarships, the Kenneth Binns Travelling Fellowship and the Friends of the National Library Travelling Fellowship. Our exhibitions and events program received continued sponsorship from the Brassey Hotel and media partner WIN TV. Qantas was the Exhibition Sponsor for the exhibition *Bridging the Distance* and, throughout its tour of Australia's capital cities, *National Treasures* was supported by Principal Sponsor AAMI, Major Sponsors Qantas, *The Australian*, Animal Logic, Hoyts, Sofitel, SBS Television, ABC Local Radio and the Australian Government through Visions of Australia and Art Indemnity Australia. Some of the significant items in the Library's collections are featured in the new 10-part Film Australia series, *Hidden Treasures: Inside the National Library of Australia*, which began screening nationally on ABC1 in June. The collection treasures highlighted in this series are an enticing prelude to the long-term displays that the Treasures Gallery will provide.

In addition to the 1796 theatre playbill, some of our significant acquisitions this year have been:

- A copy of the 1550 edition of the Coverdale Bible, purchased by the Library in July. The Coverdale Bible is a significant addition to the Library's collection of

rare Bibles. The new acquisition is an early edition of the first complete Bible printed in English. Myles Coverdale (1488–1568) produced the first edition in 1535, followed by a revised edition in 1550. Some 65 copies of the original 1535 edition are known to survive but none is perfect and the 1550 edition is very rare. The only other Australian library to hold a copy of the 1550 edition is the State Library of Victoria.

- A copy of the first edition of *The Shipwrecked Orphans: A True Narrative, Detailing the Shipwreck and Sufferings of John Ireland and Two Little Boys, George and William Doyley, who, with Their Father and Mother and Thirty-two Other Persons, Were Wrecked in the Charles Eaton in the Year 1834, on an Island in the South Seas, Inhabited by Savages*, which was published in London in 1838. This first-hand account of the tragic shipwreck of the *Charles Eaton* on a voyage from Hobart to Canton was identified as one of the titles that the Library wished to acquire through the Centenary Booksearch campaign in 2001. Several other early examples of children's literature featuring Australian content or authors were acquired at the auction of the Kevin Crotty Collection.
- An album containing two original pictures from the ill-fated Burke and Wills expedition of 1860–61. The two drawings in the album, both dated 1861, are by William Hodgkinson (1835–1900), a literary editor with *The Age*, who joined the Burke and Wills expedition at Swan Hill in 1860. The works depict early European exploration and the conflict between explorers and Aborigines. The pictures were presented by Hodgkinson to Miss Eliza Younghusband, daughter of a prominent South Australian pastoralist, and kept by her in an exquisite album of mementos.
- A generous donation of books from the Embassy of the Republic of Korea in Canberra. The donation was made in December, when the Embassy provided some 200 Korean books and DVDs to be added to the Library's Korean collection. The Korean language collections of the Library are the largest in Australia and are used regularly by students and researchers.
- A 200-volume work entitled *Four Great Archives of Chinese Civilisation*. The set was a gift from the Chinese Government, which was presented to the Prime Minister's delegation to Beijing in April. The set consists of selected reproductions of over 18 000 artistic, literary and historical records of Chinese history and culture. The works selected span the period from the Shang and Zhou dynasties (1700 BCE) to the end of the Tang dynasty in the tenth century CE. Many of the documents have never been seen publicly. Only four sets of the limited edition series have been made available by donation to countries outside China.
- Sidney Nolan's original design for the cover of Patrick White's novel, *The Aunt's Story*. The acquisition of this work will enhance scholarly opportunities to further assess the relationship between two of Australia's most significant cultural figures.

- Oral history interviews with a range of great Australians, such as Marjorie Jackson-Nelson, Mandawuy Yunupingu, Lindsay Fox, Professor Frank Fenner and Jeanne Pratt. Other interviews recorded the experience of drovers, High Court judges, Australians who worked in Papua New Guinea prior to independence and the folklore of children's play.
- A bird's eye view of the proposed general wharfage scheme west of Dawes Point published by the Sydney Harbour Trust in 1912. The coloured print includes views of the Sydney wharf district including Darling Harbour, Blackwattle Bay, White Bay and Johnston's Bay between Dawes Point and Rozelle Bay.
- A major collection of nearly 1000 photographs taken by Beaufoy Merlin and Charles Bayliss, two of Australia's greatest nineteenth-century photographers. The photographs date from 1872 to 1876 and were commissioned by Bernard Otto Holtermann, patron of the two photographers. The collection includes a rare visual record of the NSW towns of Hill End and Gulgong, including goldmining activities, houses and shops, as well as images of Bathurst, Sydney, Melbourne and Ballarat.

We recognise that much of our strength comes from consistency, continuity and the pursuit of long-term objectives. Collecting, preserving and providing easy access to a diverse range of Australian resources is at the heart of what we do. Our aim is to provide our users with a rewarding experience so that the Library is the first place they think of when they need information and inspiration.

Summary of Financial Performance

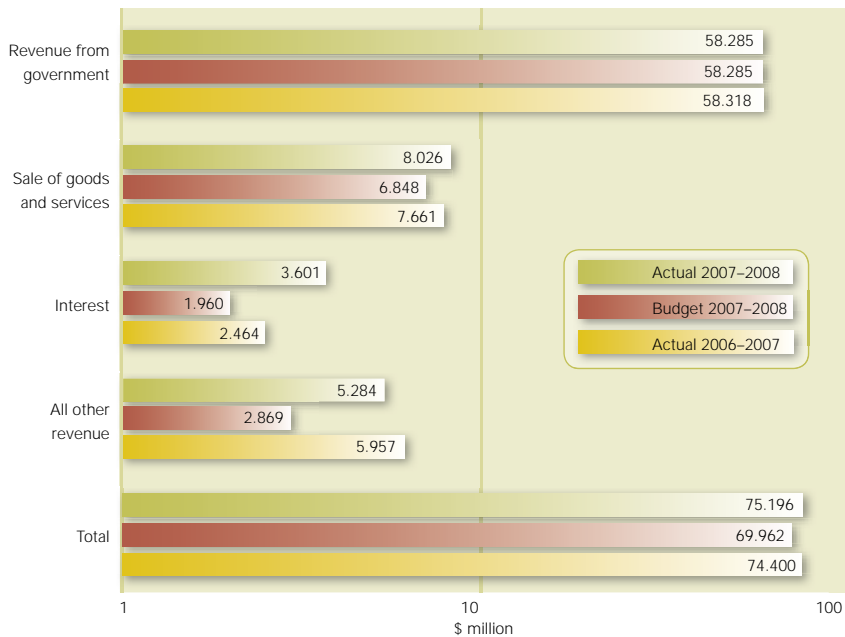
Operating Outcome

During 2007–2008, operating revenues, including revenue from government, amounted to \$75.196 million and operating expenses were \$71.441 million, resulting in a net operating surplus of \$3.755 million.

Operating Revenue

Total operating revenue of \$75.196 million for 2007–2008 was \$5.234 million above budget and compares with total actual revenue of \$74.400 million for the 2006–2007 financial year. Figure 1.1 shows a comparison of revenue across items against budget and the 2006–2007 financial year.

Figure 1.1 Operating revenue, 2007–2008 and 2006–2007



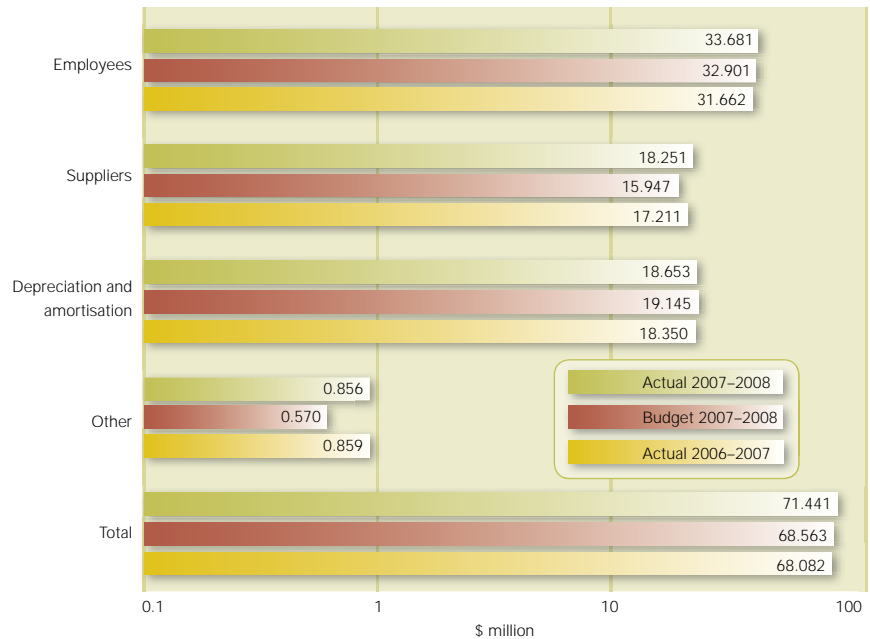
Note: A logarithmic scale is used.

The variations between financial years relate to increases in interest revenue of \$1.137 million, and sale of goods and services of \$0.365 million and decreases in (appropriation) revenue from government of \$0.033 million and other revenue of \$0.673 million. The increase in interest revenue is the result of increased interest rates and additional funds being held in interest-bearing deposits. The reduction in other revenue is the net effect of a reduction in the receipt of grants (\$0.694 million) largely as a result of the receipt of a \$1 million grant to support the future construction of the Library's Treasures Gallery received in 2006–2007, the increased value of Library material received at no cost (\$0.429 million) during 2007–2008, and a reduction in the value of donations (\$0.288 million) received in 2007–2008.

Operating Expenses

Total operating expenses of \$71.441 million were \$2.878 million above budget and \$3.359 million more than the 2006–2007 financial year expenditures. Figure 1.2 shows a comparison of expenditure across items and against budget for the 2007–2008 and 2006–2007 financial years.

Figure 1.2 Operating expenses, 2007–2008 and 2006–2007



Note: A logarithmic scale is used.

The variation between financial years of \$3.359 million in operating expenses primarily relates to increased employee expenses (\$2.019 million), which is largely the result of pay increases and a small increase in staff numbers (six average staffing level), an increase in supplier expenses (\$1.040 million), and depreciation and amortisation expenses (\$0.303 million).

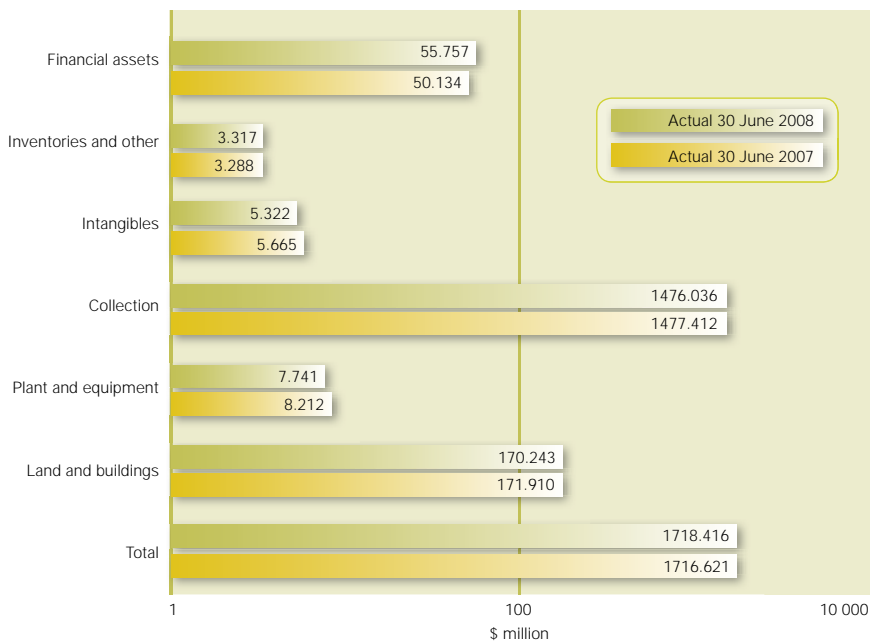
Equity

The Library's total equity increased by \$1.096 million to \$1,702.147 million in 2007–2008. The net increase was a result of an equity injection (\$7.095 million) in relation to the podium refurbishment project and to a lesser extent collection acquisition, a net revaluation decrement (\$9.754 million) following the revaluation of the Library's land, buildings, plant and equipment, and the net operating result (\$3.755 million).

Total Assets

Figure 1.3 shows that the total value of the Library's assets increased by \$1.795 million to \$1,718.416 million in 2007–2008.

Figure 1.3 Total assets, 2007–2008 and 2006–2007



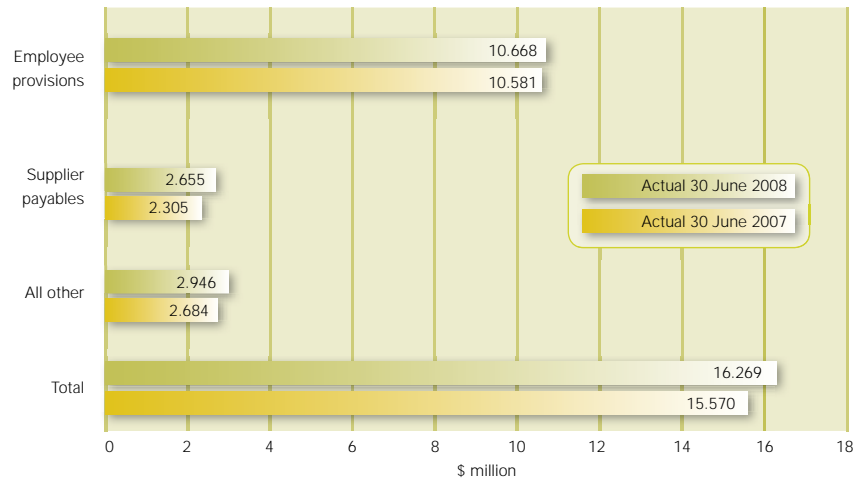
Note: A logarithmic scale is used.

The variation between financial years for non-financial assets (–\$3.828 million) was largely the result of the revaluation of the Library's land, buildings, plant and equipment (–\$9.754 million) and the net difference between current year assets acquisitions and current year depreciation expenses (\$5.998 million). In addition, there were minor movements in the value of inventories (\$0.093 million) and the value of pre-paid supplier expenses (–\$0.064 million). The increase in financial assets (\$5.623 million) relates to an increase in receivables (\$0.510 million); a decrease in cash at bank (–\$42.351 million), which primarily reflects investing these funds in interest-bearing deposits with terms greater than 90 days; and investments (\$47.596 million), which reflects the movement of cash from bank to investments and increased investment of trust fund monies (\$1.983 million).

Total Liabilities

As Figure 1.4 shows, the Library's total liabilities increased by \$0.699 million from last financial year to \$16.269 million.

Figure 1.4 Total liabilities, 2007–2008 and 2006–2007

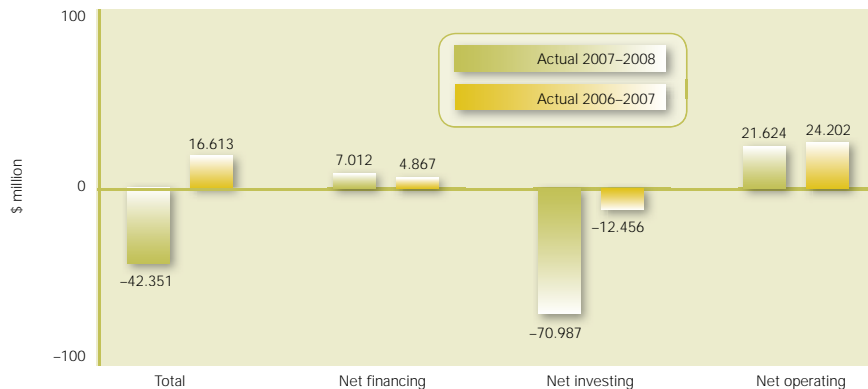


The main changes in liabilities relate to an increase in suppliers (\$0.350 million), a minor increase in employee provisions (\$0.087 million), and within other liabilities a reduction in lease liabilities (-\$0.054 million) and an increase in accrued expenses (\$0.323 million).

Cash Flow

Overall, in 2007–2008 there was a decrease in the Library's cash balance, which reduced by \$42.351 million to \$3.971 million as at 30 June 2008. The majority of this decrease is the result of funds being invested in interest-bearing deposits with terms greater than 90 days. The Library holds cash to meet existing liabilities and fund ongoing operational activities, including asset purchases. Figure 1.5 shows a comparison of cash flow items for 2007–2008 and 2006–2007.

Figure 1.5 Net cash flow, 2007–2008 and 2006–2007



The decrease (–\$2.578 million) in net operating activities reflects the comments previously made under ‘Operating Revenue’ and ‘Operating Expenses’. The increase (\$58.531 million) in the net investing activities primarily reflects the movement of funds from cash at bank to investments (\$47.370 million) and increase in the investment in property, plant and equipment and intangibles (\$10.848 million). This increase is largely the result of progression of the podium refurbishment project. The variation (\$2.145 million) in net cash from financing activities reflects the receipt of funding for the podium restoration project in 2007–2008 of \$5.874 million compared with funding of \$3.900 million for this project in 2006–2007.

Resource Table

Table 1.1 shows the total resources for Outcome 1 in 2007–2008.

Table 1.1 Outcome 1: Total resources, 2007–2008

	Budget (\$'000)	Actual (\$'000)	Variation to budget (\$'000)
Departmental appropriations			
Output 1.1—The Collection	36 204	36 204	–
Output 1.2—Information Services	20 047	20 047	–
Output 1.3—Collaborative Services	2 034	2 034	–
Contributing to price of departmental outputs	58 285	58 285	–
Revenue from other sources			
Output 1.1—The Collection	4 033	7 704	3 671
Output 1.2—Information Services	3 272	4 458	1 186
Output 1.3—Collaborative Services	4 372	4 749	377
Total revenue from other sources	11 677	16 911	5 234
Total price of departmental outputs and resourcing^a	69 962	75 196	5 234
Average staffing level (numbers)	439	441	2

a Total revenue from government and other sources.

Note: The budget is as published in the Portfolio Additional Estimates Statements 2007–2008, Revised appropriations and other revenue—Portfolio summary, page 9.

2 Corporate Overview



The Prime Minister, the Hon. Kevin Rudd MP, and Ms Jan Fullerton AO, Director-General of the Library, receiving the gift of *Four Great Archives of Chinese Civilisation* from the Mayor of Xi'an, Mr Chen Baogen, April 2008

Courtesy Australian Embassy, Beijing

In April 2008, the Director-General joined the Prime Minister's delegation in Beijing, China, to accept a gift from the Chinese Government of a 200-volume work, *Four Great Archives of Chinese Civilisation*. The set consists of selected reproductions of over 18 000 artistic, literary and historical records of Chinese history and culture. The works selected span the period from the Shang and Zhou dynasties (1700 BCE) to the end of the Tang dynasty in the tenth century CE. Many of the documents have never been seen publicly before and the reproductions are of the highest quality. Sets of the limited edition were made available by donation to only three countries outside China: Taiwan, the United States and Australia.

Role

The functions of the Library are set out in Section 6 of the *National Library Act 1960*.

They are:

- a to maintain and develop a national collection of library material, including a comprehensive collection of library material relating to Australia and the Australian people;
- b to make library material in the national collection available to such persons and institutions, and in such manner and subject to such conditions, as the Council determines with a view to the most advantageous use of that collection in the national interest;
- c to make available such other services in relation to library matters and library material (including bibliographical services) as the Council thinks fit, and in particular, services for the purposes of:
 - i the library of the Parliament;
 - ii the authorities of the Commonwealth; and
 - iii the Territories; and
 - iv the Agencies (within the meaning of the *Public Service Act 1999*);
- d to co-operate in library matters (including the advancement of library science) with authorities or persons, whether in Australia or elsewhere, concerned with library matters.

The Library is one of several agencies within the Environment, Water, Heritage and the Arts portfolio with responsibilities for collecting Australian cultural heritage materials and making them available to the Australian public. The Hon. Peter Garrett AM, Member for Kingsford Smith, was appointed Minister for the Environment, Heritage and the Arts on 3 December 2007 and is the Minister responsible for the Library. The former ministers responsible for the Library were Senator the Hon. George Brandis SC, Minister for the Arts and Sport, and Senator the Hon. Helen Coonan, Minister for Communications, Information Technology and the Arts. The affairs of the Library are conducted by the National Library Council, with the Director-General as chief executive officer and member of the Council.

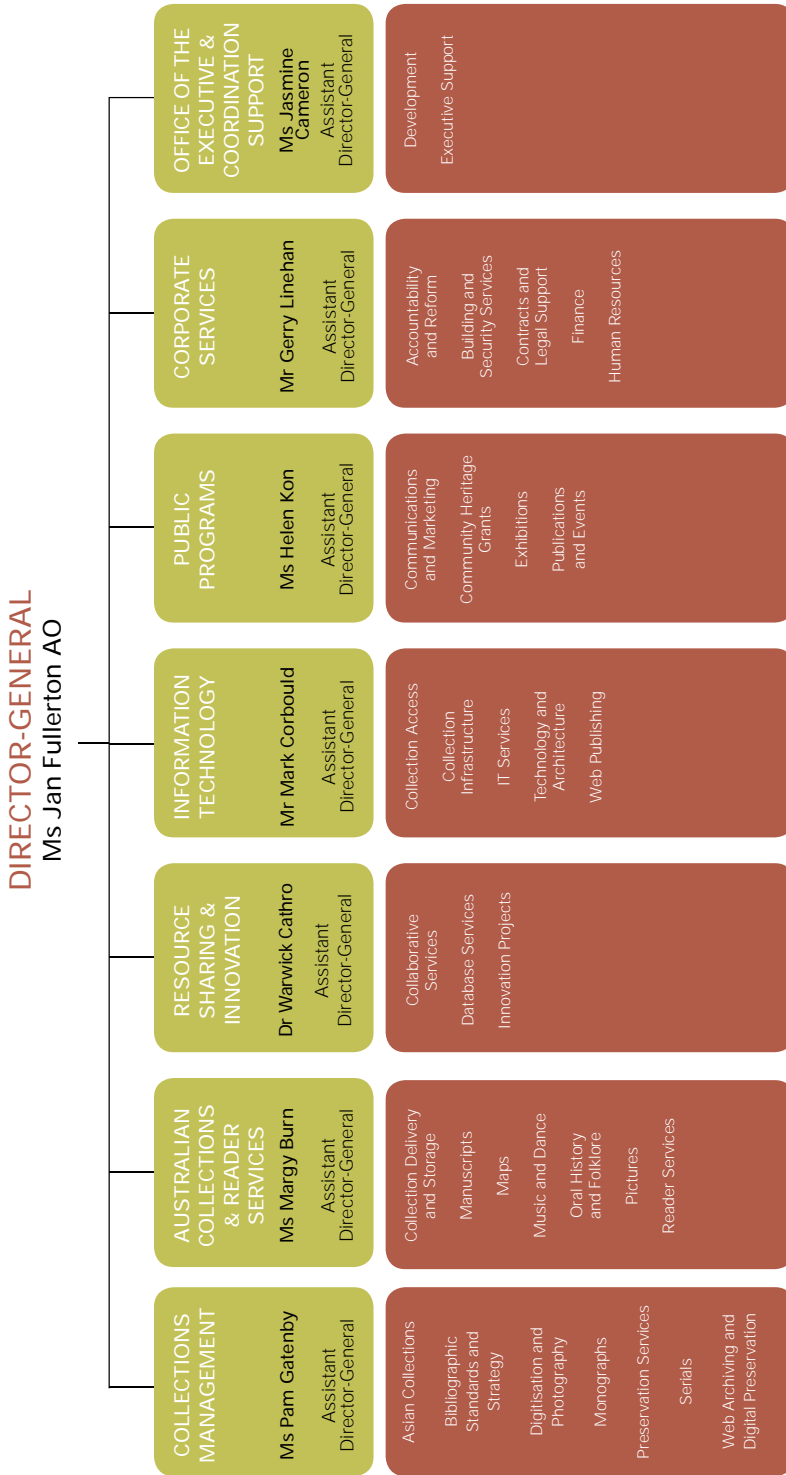
Legislation

The Library was established under the *National Library Act 1960*, which defines the Library's role, corporate governance and financial management framework. As a Commonwealth statutory authority, the Library is subject to the *Commonwealth Authorities and Companies Act 1997*, which provides the reporting and accountability framework.

Organisation

The Library's senior management structure comprises the Director-General and seven Assistant Directors-General. Figure 2.1 describes the divisional organisational structure and senior management structure at 30 June 2008.

Figure 2.1 National Library of Australia organisational structure, 30 June 2008



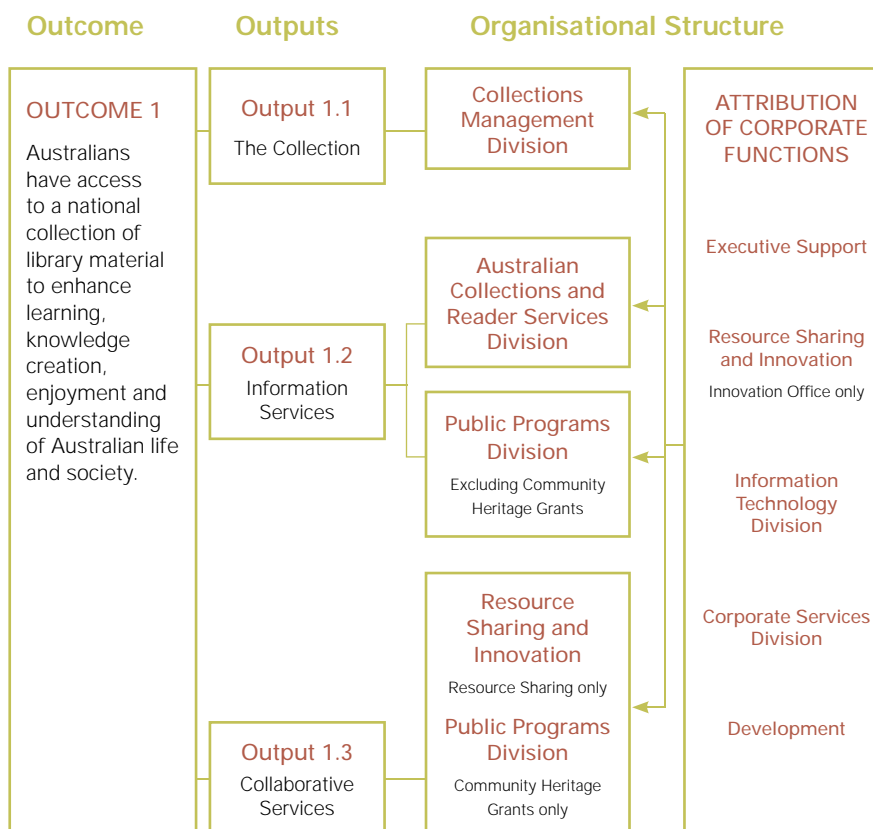
Outcome and Outputs Structure

The Library is funded by the Australian Government to achieve one agreed outcome through a number of outputs.

Following a review in 2006–2007, the Library revised its outcome and outputs structure with effect from 2007–2008. The revision better emphasises the benefits of providing access to a national collection of library resources. Throughout this revision process, consultation with the then Department of Finance and Administration was sought and approval by the former Minister of Finance and Administration was subsequently received. The Library’s four previous outputs have been amalgamated into three to better reflect its core functions of collection, access and collaboration. The new output structure merges most of the previous Output 1.3 (Public Programs) into Output 1.2 (Information Services), which encompasses services that provide access to the Library’s collection. Performance indicators have been revised accordingly (see Chapter 3: Report of Operations).

Figure 2.2 shows the relationship between Outcome 1, the contributing outputs and the organisational structure. Financial details by outcome, outputs and output groups are provided in Table 1.1 on page 15.

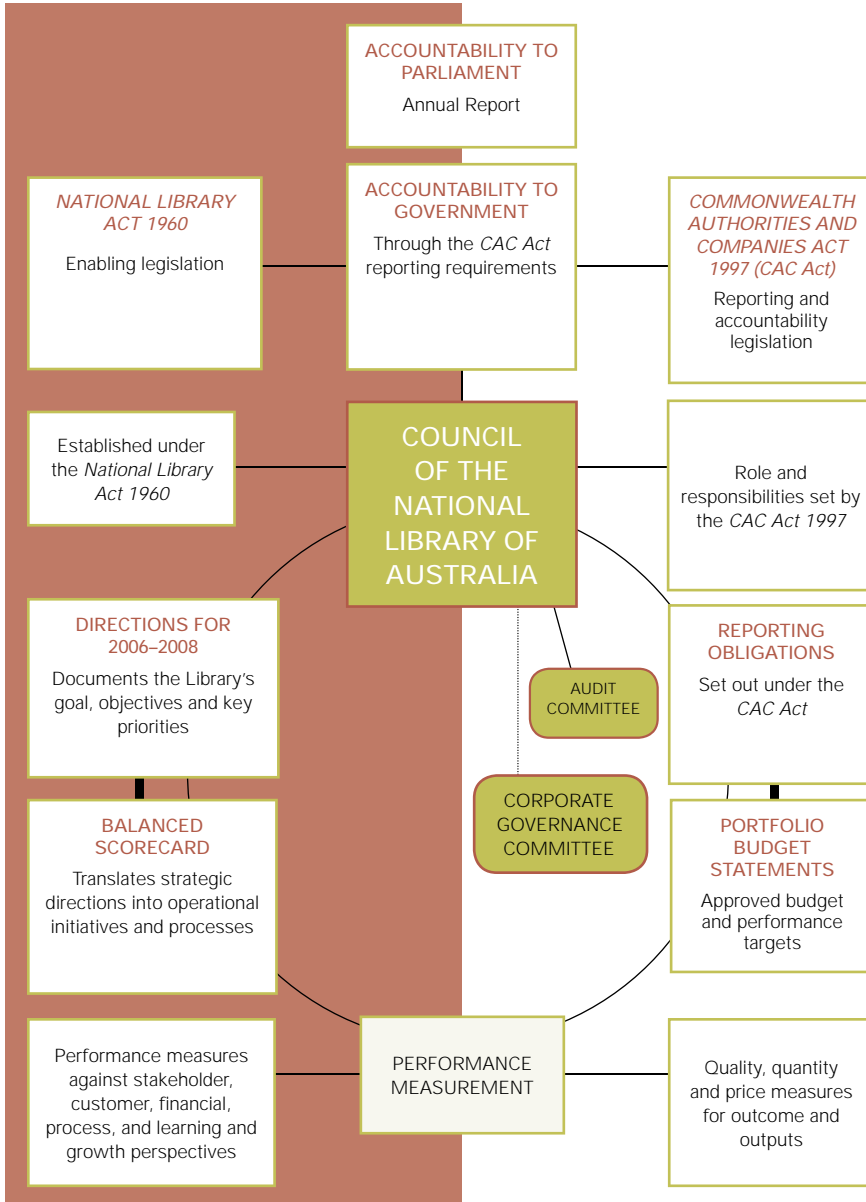
Figure 2.2 Outcome 1: Outputs and organisational structure, 2007–2008



Corporate Governance

Figure 2.3 shows the key elements of the Library's corporate governance structure.

Figure 2.3 Corporate governance



The Council

The *National Library Act 1960* provides that a Council shall conduct the affairs of the Library. The Council has 12 members, including the Director-General, one senator elected by the Senate and one member of the House of Representatives elected by the House. At 30 June 2008 there were no vacancies. Appendix A lists the Council members and their attendance at Council meetings for 2007–2008.

In addition to general administrative and financial matters, in 2007–2008 the Council considered a range of specific issues, including the following:

- the Strategic Building Master Plan
- the Information Technology Strategic Plan
- the extension of legal deposit provisions
- the Australian Newspapers Digitisation Program
- collecting Australian digital publications
- the Development Council's annual plan for 2007–2008
- use of open-source software
- strategic budget issues
- trends and activities in the Library for 2007–2008
- new acquisitions
- the Treasures Gallery.

The Council also held a planning meeting, facilitated by Mr Nigel Penny of Claritas Australasia, dealing with current areas of strategic activity, new directions and opportunities, and ways in which the Council can assist the Library achieve its goals.

The Council has two advisory committees: the Audit Committee and the Corporate Governance Committee. Appendix A provides details.

The Audit Committee

The Audit Committee has the following roles:

- to help the Library and members of the Council comply with their obligations under the *Commonwealth Authorities and Companies Act 1997*
- to provide a forum for communication among members of the Council, senior managers of the Library, and the Library's internal and external auditors

- to ensure that there is an appropriate ethical climate in the Library and to review policies relating to internal controls and the management of risks.

The Audit Committee comprises a minimum of three non-executive Council members; the Director-General also attends Audit Committee meetings. Details of Audit Committee membership and meeting attendance can be found at Appendix A.

In 2007–2008, the Audit Committee considered a range of matters. Among them were:

- financial statements for 2006–2007
- report on the Library's legal services for 2006–2007
- Audit Committee annual report for 2006–2007
- internal assessment of Audit Committee performance
- Australian National Audit Office 2007–2008 financial statements audit strategy
- risk management and business continuity in the Library
- annual report on fraud management
- annual report on contract management and training
- stocktake of the Library's collections
- fraud risk assessment and fraud control plan for 2008–2010
- compliance report for 2006–2007
- Auditor-General reports—report on action taken in respect of recommendations from the Australian National Audit Office
- internal audit schedule for 2007–2008
- internal audits of:
 - exhibition management
 - Balanced Scorecard
 - environmental management
 - goods and services tax
 - grants funding
 - Libraries Australia
 - annual stocktakes of National Library Bookshop and publishing inventories
 - workforce and succession planning
 - online payments and control of personal data
 - publications.

The Corporate Governance Committee

The Corporate Governance Committee has the following roles:

- to evaluate the Council's effectiveness in its corporate governance role
- to evaluate the performance and remuneration of the Director-General
- to oversee the development of a list of prospective members for appointment to the Council, subject to consideration and approval by the Minister.

The Committee comprises three non-executive Council members—the Chair, the Deputy Chair and the Chair of the Audit Committee—and has the power to co-opt non-executive Council members from time to time. Appendix A lists the Corporate Governance Committee members and meeting attendance details.

The Corporate Management Group

The Corporate Management Group, consisting of the Director-General and seven senior executive staff, provides strategic and operational leadership for the Library. In particular, it monitors the achievement of objectives and strategies, oversees budget matters, develops policy, coordinates activities across the organisation, and oversees a range of operational issues. The group meets weekly.

A number of cross-organisational committees advise the Corporate Management Group in key areas such as workforce planning, information technology, collection development, exhibitions and publications.

The Corporate Planning Framework

The Balanced Scorecard continues to be the Library's principal planning support system, facilitating the integration of strategic, operational and budget planning. Since its adoption in 2000–2001, the Balanced Scorecard has proven to be a successful performance management tool that is well accepted by staff and other stakeholders, including the Council. All scorecard achievements, initiatives and targets are reviewed regularly as part of the strategic management setting and monitoring processes.

The Risk Management Framework

The Library's Risk Management Framework provides effective tools for management and staff to use in the ongoing identification, evaluation and response to risks that may affect the collections, core business functions or the Library's strategic decision-making. The Library's Risk Management Register is central to this framework and as a consequence, is subject to annual review. The register lists all identified risks to the organisation.

As part of its membership of the Comcover Fund, the Library utilised the Risk Management Assessment Service to conduct an independent review of the Library's risk management strategy and practices. This review will assist in the continued improvement of the Library's overall risk management capability and culture. A separate review was

also undertaken of the Library's risk management policies and framework to ensure that they are in line with current Australian Standards and best practice.

A review of the Risk Management Register will be undertaken once the new policies and framework have been implemented. All risks identified in the register are managed through established mitigating planning processes, which include the Collection Disaster Plan, the Information Technology Disaster Recovery Plan, the Business Contingency Plan for Critical Building Systems and the Business Continuity Plan. The Balanced Scorecard performance reporting tool also provides a means through which the Corporate Management Group can monitor major project risks.

The issue of risk management has ongoing significance within the Library's Emergency Planning Committee—a group of senior staff representing interests across the Library and providing a clear control structure to measure and discuss risks. New and emerging risks are continuously identified and monitored by the Emergency Planning Committee.

Public Accountability

External and Internal Audit

The Library's Audit Committee met three times during 2007–2008 to consider external and internal audit reports.

Australian National Audit Office Reports

The following Australian National Audit Office reports contain Auditor-General recommendations that were implemented by the Library throughout the reporting period:

2004–2005

- No. 59, Safe and Accessible National Collections

2005–2006

- No. 22, Cross Portfolio Audit of Green Office Procurement
- No. 23, IT Security Management
- No. 37, The Management of Infrastructure Plant and Equipment Assets
- No. 45, Internet Security in Australian Government Agencies

2006–2007

- No. 6, Recordkeeping Including the Management of Electronic Records
- No. 23, Application of the Outcomes and Outputs Framework
- No. 43, Managing Security Issues in Procurement and Contracting
- No. 49, Non-APS Workers

2007–2008

- No. 31, Management of Recruitment in the Australian Public Service
- No. 37, Management of Credit Cards
- No. 41, Management of Personnel Security: Follow-up Audit

Internal Audit Reports

During 2007–2008, the Audit Committee considered a number of internal audit reports. These are listed on page 24.

Parliamentary Committees and Government Inquiries

During 2007–2008, the Library lodged submissions with the Department of Innovation, Industry, Science and Research (Review of the National Innovation System and Review of the NCRIS Roadmap 2008), the Department of the Prime Minister and Cabinet (Australia 2020 Summit) and the Attorney-General's Department (Review of the Extension of Legal Deposit).

Ministerial Directions

Under Section 28 of the *Commonwealth Authorities and Companies Act 1997*, the Minister for the Environment, Heritage and the Arts must consult Council members before notifying them of a general policy of government. No ministerial directions were received during 2007–2008. However, the Library received a Charter of Operations from the Minister and has responded with a statement of how it will fulfil the Charter. General policies of government that apply to the Library under Section 28 of the *Commonwealth Authorities and Companies Act 1997* are the Foreign Exchange Risk Management Policy, Australian Government Cost Recovery Guidelines and the National Code of Practice for the Construction Industry.

The Finance Minister requires directors of *Commonwealth Authorities and Companies Act 1997* authorities to provide a compliance report under paragraphs 16(1) and 41(1)(c). This covers meeting the provisions and requirements of the Act, as well as ensuring costs are within estimated sources of external receipts. The first such report was provided in October 2007.

Legal Action

In 2007–2008, action continued on the claim lodged in the ACT Supreme Court in 2003 on behalf of Wagdy Hanna and Associates Pty Ltd, which is seeking damages from the Library for an alleged breach of contract in respect of a 1996 tender process for one of the Library's offsite storage facilities.

The Ombudsman

No issues relating to the Library were referred to the Commonwealth Ombudsman during 2007–2008.

Freedom of Information

The Library received no requests for access to documents under the *Freedom of Information Act 1982* during 2007–2008. Appendix D provides a freedom of information statement.

Indemnities and Insurance Premiums

Directors and officers of the Library are indemnified under the existing Comcover insurance coverage. Insurance premiums cover general liability; indemnity for directors and officers; property loss, damage or destruction; business interruption and consequential loss; motor vehicles; personal accidents; and official travel overseas.

The Library's 2007–2008 insurance premium received an 8.5 per cent discount. This is a consequence of our overall risk management performance as measured by Comcover's 2007 Risk Management Benchmarking Survey.

Under the terms of the insurance schedule of cover, the Library may not disclose its insurance premium price.

Social Justice and Equity

The Library serves a culturally and socially diverse Australian community and aims to make its collections accessible to all. The Library's collections exceed 10 million items, including material in over 300 languages collected from all over the world. Its programs and services are developed with an emphasis on public accessibility, and adhere to the principles outlined in the Australian Government's Charter of Public Service in a Culturally Diverse Community. The Library is conscientiously implementing the charter and providing all Australians with the opportunity to access documentary resources of national significance, in accordance with the *National Library Act 1960*.

The Library aims to provide all Australians with equitable access to its services, in a manner suited to individual needs. In particular, during 2007–2008 the Library:

- provided an increasing range of services to Australians in any location through its website and travelling exhibitions
- continued to provide updated and improved search options allowing vision-impaired people to access the contents of the National Braille Reserve Collection
- promoted the AskNow online reference service to hearing-impaired people, offering publicity materials on assistance available to access the service
- collected Australian library materials in many community languages for current and future research, including an oral history project which included interviews with refugees from Burma, Iran, Afghanistan and Vietnam
- maintained high standards of physical access to its building and services in accordance with the Commonwealth Disability Strategy
- helped community organisations—including geographically isolated and culturally diverse groups—preserve nationally significant cultural heritage collections through the Community Heritage Grants program
- arranged Library tours and reader education programs for community groups, including groups of people who speak languages other than English

- celebrated community diversity through special events for NAIDOC Week, Women's History Month and other national celebrations of diversity
- consulted with Indigenous representatives from the Larrakia, Pitjantjatjara and Arnhem Land peoples about collection materials relating to their country and history
- supported community-based literacy projects, including the Indigenous Literacy Project and Indigenous Community Volunteers
- continued to work collaboratively with National and State Libraries Australasia to improve library services for Indigenous people through support for the National Policy Framework for Indigenous Library Services and Collections.

Service Charter

The Library's Service Charter sets out its commitment to users, the standards of service users can expect, and the mechanisms for providing feedback or making a complaint. The Service Charter is available on the Library's website and as a print publication.

Overall adherence to the standards in the Service Charter is reported in 'Output 1.2: Information Services' (pages 61–5). During 2007–2008, the Service Charter standards were met as follows:

- 97.2 per cent of reference inquiries were answered within standards (target: 95 per cent)
- 90 per cent of collection items were delivered within standards and timeframes (target: 90 per cent)
- the Library's website was available 24 hours a day for 99.97 per cent of the time (target: 99.5 per cent).

The Library welcomes feedback and suggestions for service improvements. Feedback forms are placed throughout the Library and on its website. This year, 139 formal compliments and 64 formal complaints were received from users (see Tables 2.1 and 2.2).

Table 2.1 Compliments received, 2007–2008

Subject	Number	Nature
The collection	14	<ul style="list-style-type: none"> ■ Quality of collection material
Information services to individuals	96	<ul style="list-style-type: none"> ■ Quality and responsiveness of staff ■ Quality and speed of response to inquiries ■ Introduction of wireless internet access ■ Quality of assistance and availability of resources in special collection areas
Online services	12	<ul style="list-style-type: none"> ■ Quality of the ARROW Discovery and Picture Australia services
Public programs activities	12	<ul style="list-style-type: none"> ■ Quality of tours and support provided for educational visits ■ Quality of conferences and exhibitions ■ Quality of publications
Facilities and support	5	<ul style="list-style-type: none"> ■ Quality of venue hire services and support for events ■ Quality of bookplate café
Total	139	

In addition, this year there have been further informal compliments received from participants involved in national professional conferences, forums and tours organised by the Library and contributors to events and publications.

Table 2.2 Complaints received, 2007–2008

Subject	Number	Nature	Outcome
The collection	4	<ul style="list-style-type: none"> ■ Confusion around holdings information provided for some collection material ■ Perceived breach of copyright law ■ Misunderstanding relating to a declined offer of collection material ■ Publication of Indigenous images on the Library's website 	The Library provided explanations and/or apologies in response to complaints. Concerning the complaint about Indigenous images on the website, the images were taken down pending consultation with appropriate Indigenous representatives.
Information services to individuals	19	<ul style="list-style-type: none"> ■ Concern about delays and perceived lack of assistance relating to requesting/receiving/reserving material ■ Concern about the cost and processing of photographic orders ■ Concern about complaint-handling procedures ■ Concern about the introduction of eCallslips in the Newspapers and Microforms Reading Room ■ Dissatisfaction with the journals display in the Main Reading Room ■ Concern about eligibility criteria for one of the scholarship programs ■ Concern about difficulties downloading music from the Music Australia website 	The Library provided explanations and/or apologies in response to complaints.
Public programs activities	1	<ul style="list-style-type: none"> ■ Concern about the cost of a conference 	The Library provided an explanation in response to the complaint.

Table 2.2 Complaints received, 2007–2008 (continued)

Subject	Number	Nature	Outcome
Facilities and support	40	<ul style="list-style-type: none"> ■ Quality and temperature of airconditioning in some of the reading rooms and the bookplate café ■ Insufficient lighting in the Main Reading Room ■ Condition of the exterior of the building, including the accumulation of building construction rubbish, condition of signage, and cigarette butts and smoking near the entrance ■ Concern about lack of seating in the exhibition areas and hearing loops in the Theatre and Conference Room ■ Concern about changed access arrangements to new storage cabinets in the Newspapers and Microforms Reading Room ■ Baggage restrictions in the reading rooms ■ Concern about car parking facilities ■ Dissatisfaction with public access to the Ferguson Room for events ■ Poor state of photocopiers and lack of scanners and microfilm readers/ printers in the Main Reading Room ■ Users engaged in inappropriate behaviour ■ Concern expressed about the handling of some incidents by security staff ■ Concern about access to search engines and some language scripts, and the availability of some e-resources on computer equipment in the Main Reading Room ■ Concern about restricted weekend opening hours of bookplate café, particularly on Saturdays 	The Library provided explanations and/or apologies in response to complaints and undertook remedial action as appropriate. Complaints relating to car parking and external signage have been referred to the National Capital Authority as the responsible body.
Total	64		

Consultancy Services

The Library entered into 33 new consultancy contracts during 2007–2008, at a total actual expenditure of \$608 969 (inclusive of GST). In addition, 19 ongoing consultancy contracts were active during the same period, involving total actual expenditure of \$614 584. The consultants were selected in accordance with processes described in the Library's Procurement and Contract Guidelines. Major consultancies included software development, evaluation of offsite reference services, refurbishment of Lower Ground Level 2 and the preparation of a Strategic Building Master Plan. Appendix F lists consultancies with an individual value of \$10 000 or more.

Advertising and Market Research

The advertising and market research organisations shown in Table 2.3 were contracted to provide services in 2007–2008 at a total cost of \$167 237 (inclusive of GST).

Table 2.3 Advertising and market research, 2007–2008

Organisation	Cost (\$)	Purpose
Gundabluey Research	54 890	Evaluation of offsite reference services through user satisfaction (see also Appendix F: Consultancy Services)
Gundabluey Research	49 390	Evaluation of the Cataloguing in Publication service through user satisfaction (see also Appendix F: Consultancy Services)
hma Blaze	34 500	Newspaper advertising promoting the Library
Karen Williams Marketing and Publicity	24 498	Development of advertising and marketing campaigns for promotion of publications and events (see also Appendix F: Consultancy Services)
Canberra Mailing	3 959	Promotional advertising for Library publications
Total	167 237	

Corporate Management

Corporate management broadly covers people and asset management. Along with these functions, the Library plays a part in corporate management across other collecting and portfolio agencies through its participation in the Corporate Management Forum and as payroll processor for the National Archives of Australia.

During the reporting period a client survey was undertaken by the Corporate Services Division to provide feedback on its service delivery to the Library and to highlight areas for further improvement. Following this survey a formal high-level review was undertaken with the assistance of an external consultant to determine how well Corporate Services activities met the Library's core business needs and to ensure that they are undertaken in a cost-effective manner. The outcomes of the survey and review indicated that Corporate Services was operating efficiently and meeting the needs of clients, with some areas of improvement identified. Responses to the survey findings are being considered and the agreed recommendations from the review will be implemented over the next financial year.

People Management

Workforce Planning

The Workforce Planning Committee meets quarterly to monitor the implementation of the Library's Strategic Workforce Plan and workforce planning initiatives. It also monitors changes in the working environment such as workforce demographics, as well as changes to the Library's operating environment.

The main areas of focus in the Strategic Workforce Plan are:

- leadership
- teams and collaboration
- development and learning
- innovation
- attracting and retaining suitably skilled people
- mobility and flexibility.

Teamwork and leadership in particular were features of 2007–2008, with a variety of successful training programs and seminars improving the Library's capacity in these areas. Teamwork was enhanced by several team skills, project management and change management courses, as well as courses on managing conflict and difficult situations. Leadership across the Library was enhanced by:

- continuation of a series of presentations by leading Australians on aspects of leadership, with speakers including Professor Judith Whitworth, Director of the John Curtin School of Medical Research, Ms Deborah Thomas, Editorial Director of the *Australian Women's Weekly* and the *Australian Women's Weekly Books*

Division, and Mr Peter Hamburger PSM, distinguished former Head of the Cabinet Division, and Harold White Fellow

- a third annual Senior Leaders Seminar for Executive Levels 1 and 2 staff
- continuation of the successful Focus Lecture series designed to ensure all staff are well informed about the Library's work, with 2007–2008 lectures highlighting new developments in implementing the Library's Strategic Directions
- the Library's continued involvement in two cultural agency leadership programs—the Cultural Management Development Program and the Advanced Workplace Skills Program.

A performance review of workforce and succession planning was conducted by the Library's internal auditor to help ensure the Library continues to have a robust and comprehensive strategy to achieve the staff-related and staff-dependent aspects of its Strategic Directions. The Library is in the process of implementing the recommendations of the review. These actions include strengthening the strategic focus and profile of the Workforce Planning Committee, improved evaluation methodology and a review of reporting. Work on a new Strategic Workforce Plan commenced in 2007–2008.

As in previous years, the Library's staff participated in the annual Australian Public Service Commission's State of the Service Employee Survey. Building on previous results, the Library scored exceptionally well in several areas including employee perceptions of agency management, effective communication with senior leaders, the agency being a good place to work, respect within work groups, employees motivated to do the best work possible, understanding of how individual jobs contribute to team roles, low levels of harassment and bullying, and employees working to their full potential. Most employees would recommend the Library as a good place to work.

Industrial Democracy: Certified, Collective and Workplace Agreements

The *National Library of Australia Certified Agreement 2004–2007* expired in July 2007 and a new agreement, the *National Library of Australia Collective Agreement 2007–2010*, came into effect on 3 July 2007. The new agreement complied with WorkChoices requirements and provided for increases to salaries and more flexible arrangements to assist the Library to attract and retain quality staff in an increasingly competitive market. A range of productivity improvements were identified to offset the increases. Arrangements were also made to renew the Library's Australian Workplace Agreements (AWAs), and the remuneration policy for staff on AWAs was reviewed. In February 2008, new workplace employment arrangements came into effect, including the exclusion of new AWAs, and a new bargaining framework for Australian public sector agencies was announced.

The Library's Consultative Committee continues to serve as an effective forum for consultation and discussion between management, staff and unions. The committee members met four times during 2007–2008, discussing a range of matters such as healthy work–life initiatives, policies, employee survey results, energy savings and the introduction of a Workplace Giving Scheme, along with Collective Agreement issues.

Remuneration, Including Non-salary Benefits

The Director-General's remuneration is determined by the Council in accordance with the Principal Executive Office Classification Structure and Terms and Conditions.

At 30 June 2008, all seven Senior Executive Service (SES) staff were covered by AWAs that outlined entitlements such as access to mobile phones and vehicles. An additional 82 staff were covered by either AWAs or *Public Service Act 1999* Section 24(1) determinations. The remaining 392 staff were covered by the *National Library of Australia Collective Agreement 2007–2010*.

All ongoing and longer-term non-ongoing staff are subject to the Library's Performance Management Framework. Performance pay is linked to the level of achievement against individual performance agreements.

Remuneration for SES and non-SES staff covered by AWAs or *Public Service Act 1999* Section 24(1) determinations is determined by the Director-General after consultation between the employee and the relevant Assistant Director-General. Table 2.4 shows the salary ranges for classifications below SES level and the number of Library employees at each level.

Table 2.4 Salary ranges below SES level and number of employees, 30 June 2008

Classification	Salary range (\$)	Number of employees
APS 1	34 091–37 678	2
APS 2/Graduate	38 583–43 824	69
APS 3	43 945–48 471	75
APS 4	48 978–54 629	76
APS 5	54 629–58 969	74
APS 6	59 002–81 499	83
Executive Level 1	75 462–101 944	67
Executive Level 2	86 972–115 293	28

Fraud Risk Assessment and Fraud Control

The Library reviewed and updated its Fraud Risk Assessment and Fraud Control Plan in 2007–2008. Under the Library's Fraud Management Policy, all staff must be aware of their responsibilities in relation to preventing, detecting, reporting and investigating fraud against the Commonwealth. To achieve this, the Library's Corporate Management Group agreed that fraud awareness training be mandatory for all staff. Consequently, during 2007–2008 a series of training sessions was provided to those staff who had not attended such training in the past four years.

The Library also has in place fraud prevention, detection, investigation, reporting and data collection procedures and processes, which together with the Fraud Risk Assessment and Fraud Control Plan, meet the specific needs of the Library and comply with the Commonwealth Fraud Control Guidelines.

Ethical Standards

The *National Library of Australia Collective Agreement 2007–2010* endorses the Library's commitment to, and compliance with, the APS Code of Conduct and Values. Corporate induction sessions have continued to feature the APS Code of Conduct and Values.

The Performance Management Framework Policy reinforces these standards and assessments are conducted every six months for all staff. The Fraud Management Policy was promoted at corporate induction and other specific training sessions during the year.

Disability Strategy

The Library continues to meet the Australian Government's guidelines in relation to the *Disability Discrimination Act 1992*. The Library maintains a Disability Action Plan that ensures people with a disability are not disadvantaged as either staff or users of the Library. Recruitment policies and selection processes accommodate those with a disability, as do Library training activities.

The Library's Workplace Diversity Policy provides managers and staff with additional guidance in relation to their obligations towards staff and prospective staff with a disability. The policy is complemented by disability awareness training. In 2007–2008 this training centred on mental health issues. The Library also continued to use the services of a disability employment organisation to support staff with a disability in the workplace.

Workplace Diversity

At 30 June 2008, 71 per cent of Library staff were female and 24 per cent of staff identified themselves as being of a culturally and linguistically diverse background. The Library's Workplace Diversity Program was supported by the continuation of the mature-age staff strategy, appropriate recruitment and selection processes, and participation in the Australian Public Service Commission's Indigenous Graduate Program.

Occupational Health and Safety

During 2007–2008, the Occupational Health and Safety Committee considered a range of health and safety matters. The committee comprises 10 elected staff, three nominated staff representatives and three nominated management representatives. The representatives receive training, including in occupational health and safety legislation. To support the Australian Government's National Occupational Health and Safety Strategy 2002–2012, occupational health and safety training has also continued for supervisors and managers throughout the Library.

During the reporting year, the Library continued a program of workplace assessments for staff. In addition, seminars and ergonomic advice were provided to staff through a range of avenues.

The Healthy Work and Life Program continued to promote a healthy work and life style, and to offer management and staff an avenue for sharing healthy lifestyle information. Library staff continued to value the program, which now includes Weight Watchers at Work, yoga, stretch classes and dance lessons.

During the reporting period, the Library continued to provide a professional employee advice service. This is an important service for staff who require professional support on workplace or life issues that may affect their work performance.

There was one occupational health and safety reportable incident during 2007–2008 and there were no notices or directions issued under Sections 29, 45, 46 or 47 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

To ensure that the Library complies with recent and upcoming changes to this legislation, an external consultant was engaged to assess the status of the Library's occupational health and safety management systems. The assessment was helpful in determining priority actions for management to ensure the Library maintains a healthy and safe environment for staff, contractors and users.

Asset Management

Plant and Equipment

The Asset Management Committee continued to play a central role in whole-of-life plant and equipment management within the Library. The committee oversees the Library's asset management plan and coordinates asset-acquisition programs for each financial year. It also develops and monitors a three-year forward asset-acquisition program for strategic planning purposes and an asset-disposal program for items reaching the end of their working life. Major asset acquisitions in 2007–2008 included the purchase of information technology network infrastructure equipment, shelving and digital storage.

The total value of the plant and equipment at 30 June 2008 was \$7.741 million.

Collection Asset

The collection is the Library's major asset, on which many of its services are based.

The total value of the collection is \$1.476 billion.

Land and Buildings

The Library's land and buildings are valued at \$170.243 million and encompass the main building located in the Parliamentary Zone and the repository at Hume. The major components of these assets are managed by the Building Works Coordination Committee. It uses a long-term strategic management plan to set the direction for the building works, including a 15-year forward maintenance program and a five-year building capital works plan, both of which are reviewed annually by the committee.

During 2007–2008, the Library developed a Strategic Building Master Plan. The development process included extensive consultation with key stakeholders. The proposed model endeavours to appropriately group together staff space, public areas and stack spaces to improve functional workflows as well as to provide greater efficiency for planning. The Strategic Building Master Plan will help ensure that the building layout can readily accommodate future change in line with variations to strategic directions. The first major component of the plan is the construction of the Treasures Gallery. As part of a staged procurement process, the Library reviewed and short-listed tender expressions of interest received for design consultancy services for the gallery and associated areas.

Two major building projects were undertaken in 2007–2008: the continuation of the podium refurbishment and the refurbishment of 1200 square metres on Lower Ground Level 2 to accommodate the amalgamated Digitisation and Photography teams, along with Collection Delivery and Storage staff.

The amalgamation of the Digitisation and Photography teams provided for efficiencies in work practices and equipment across these two teams. It required purpose-built accommodation to continue the high standard of digitisation of Library collection material.

The refurbishment of the podium commenced in May 2007 and is scheduled to conclude in November 2008. The core component of the project is the replacement of the membrane under the paved area. The project also addresses a number of other issues, including upgrading the balustrade, stairs and handrails to ensure they comply with current building codes. The Library's outdoor cafe area, located on the podium, has also been redesigned. All refurbishment work is consistent with the Library's Heritage Management Strategy and draft Conservation Management Plan.

Several other capital works projects were undertaken during the reporting period. The Computer Room located on Level 2 was refurbished. In addition, the refurbishment of two areas of high heritage significance—the Viewing Room on Level 3 and the

Conference Room on Level 4—were completed. Other minor projects included the installation of a hearing loop within the Theatre located on Lower Ground Level 1, an upgrade of the book lift and an audiovisual installation within the Conference Room.

Investigative work on the upgrade of the fire systems was completed. The consultant undertaking the fire services compliance audit of the building has prepared an alternative solution report to address identified issues.

The National Capital Authority is planning to refurbish the forecourt of the main building located in the Science and Humanities Campus in the Parliamentary Zone. The Library has continued to work with the National Capital Authority to ensure the upgrade meets stakeholder requirements. It is envisaged construction work will commence later in 2008.

Heritage Management Strategy

The Library considers heritage issues in line with its endorsed Heritage Strategy. This includes consulting with recognised heritage specialists as an integral part of any relevant project development.

As part of the strategy, a Conservation Management Plan exposure draft was prepared. This satisfies Sections 341S and 341V of the *Environment Protection and Biodiversity Conservation Act 1999*, and provides the framework and basis for the conservation and good management of the Library building, in recognition of its heritage values. The Conservation Management Plan outlines the history of the Library and the construction of its building, describes the elements that have heritage significance, and assesses that significance using the Commonwealth Heritage List criteria. The Conservation Management Plan was made available for public comment, and it is in the process of being finalised prior to presentation to the Minister for the Environment, Heritage and the Arts.

Security and Business Continuity

During 2007–2008, the Library continued to develop and test its business continuity plans. The Emergency Planning Committee monitors all aspects of protective security and emergency planning. It comprises senior staff with responsibility for corporate communications, security of staff, the collections, the building and other assets.

The Emergency Planning Committee considered risks to the Library, as identified in the ongoing Risk Management Plan, and implemented a revised Business Continuity Framework in July 2007. This framework brings together all of the Library's disaster and emergency management plans to deal effectively with emergency situations while ensuring continued availability of the Library's resources.

The Library has maintained strong policy and practice in ensuring a safe, secure and accessible collection. In December 2007, the Emergency Planning Committee reviewed and updated the Collection Disaster Plan and the Information Technology Disaster Recovery Plan.

Through mechanisms such as internal security reporting, the Emergency Planning Committee has remained abreast of emerging security threats within the Library. This has seen a more targeted and proactive approach to the identification of security risks, resulting in the reduction of security incidents throughout the Library.

Energy Consumption and Environmental Management

A number of initiatives implemented during the year were a result of the Library's ongoing commitment to environmental management and ecologically sustainable development, and of measures taken to minimise environmental impact. Specific targets have been set by the Library in relation to water, energy, waste and transport.

An independent energy audit was commissioned to assess the monitoring and recording of energy and water use. Equipment was subsequently installed to monitor electricity usage on each floor of the Library and to ensure that the building systems are operating at optimal levels. For example, monitoring has enabled trend analyses to be undertaken on a daily basis highlighting actual consumption and allowing any abnormalities to be investigated.

Plant and equipment upgrades have been designed and implemented to optimise energy efficiency. Enhancements to the heating, ventilation and airconditioning system have increased the reliability of environmental conditions for the collections. For example, the purchase and installation of a low-load chiller has provided efficiencies in the supply of chilled water to the building's mechanical plant.

The Library has specific references in its procurement and purchasing documentation for consideration of whole-of-lifecycle costing, minimising environmental impact, waste-reduction initiatives and the recycling of building waste. For example, the cleaning contract includes provisions to assist the Library to meet its target of recycling all waste by 2010. Smart lighting systems are specified as part of the tender documentation within all capital works projects. Environmental management requirements were built into the contract for the refurbishment of the podium, including provisions to salvage materials, recycle waste and, where practical, use natural materials.

Other initiatives undertaken during the year demonstrating the Library's commitment to environmental management include:

- participation in Earth Hour, the worldwide climate-change initiative, which took place on Saturday 29 March 2008
- use of waterless urinals, dual-flush toilets and water-efficient dishwashers
- consideration of the need to reduce vehicle greenhouse gas emissions when purchasing fleet vehicles and SES private-plated vehicles.

The Library's Consultative Committee has considered environmental management and recently introduced measures to increase staff awareness of energy conservation initiatives. The Library has various healthy lifestyle policies that also have a positive impact on the environment, such as encouraging walking or cycling to work. The Library is in the process of constructing a bike shelter for staff use.

Competitive Tendering and Contracting

The Library market tests and utilises outsourcing options in cases where they can be demonstrated to be cost-beneficial. A new cleaning contract was let for a term of three years during the reporting period and the Library's protective security services contract was tendered through the Australian Government's AusTender website. In late June

2008, the selection process was completed, a contract signed with the successful tenderer and service transition undertaken with no disruption to Library activities.

Purchasing Policies

Consistent with core Australian Government purchasing principles, the Library continued to focus on cost-effective contract management and procurement practices. A generic template for a memorandum of understanding was created. This is used in situations where the Library does not wish to create a legally binding contract, usually with another Commonwealth, state or territory body. The standard procurement and contract templates were also updated to ensure that they continue to meet best practice, including the latest Australian Government requirements. Expanded staff notes were written and training provided to build familiarity with the use of the procurement templates and to facilitate contract management.

Project Management Methodology

Following a review of the Library's project management methodology, a number of revisions were made. They included a reduction in the number of templates and simplification of the method, where appropriate, to better reflect the requirements of the Library. A number of training sessions on the methodology were conducted throughout the year with positive feedback received from course participants.

Discretionary Grants

In 2007–2008, the Library operated nine discretionary grant programs including two new programs: the Seymour Summer Scholarship and the Japan Study Grants.

- *Community Heritage Grants.* The Library awarded 85 grants of up to \$15 000 each to assist community organisations preserve and manage nationally significant cultural heritage collections. Financial support and assistance for this grants program were received from the Department of Communications, Information Technology and the Arts, the National Archives of Australia, the National Film and Sound Archive and the National Museum of Australia.
- *Friends of the National Library Travelling Fellowship.* Funded by the Friends of the National Library, this fellowship provides a significant professional development opportunity for a Library staff member. The 2007 Fellowship was awarded to Mr Basil Dewhurst.
- *Harold White Fellowships.* The Library funded four fellowships, awarded to established scholars and writers—Dr Susan Cochrane, Mr Peter Robertson, Dr David Foster and Dr Sue Taffe—to spend between three and four months at the Library researching collection material in their areas of expertise. An Honorary Harold White Fellowship was awarded to Mr Peter Hamburger PSM.

- *Japan Fellowships.* A fellowship of six months was awarded to Dr Sarah Paine, funded from the Harold S. Williams Trust.
- *Japan Study Grants.* These grants support scholars in Japanese studies who live outside Canberra to undertake research in the Library's Japanese collections for up to four weeks. Five grants were awarded to Ms Victoria Eaves, Dr Leon Wolff, Dr Kate Barclay, Mr Mark Pendleton and Ms Jennifer Harris (funded from the Harold S. Williams Trust).
- *Kenneth Binns Travelling Fellowship.* Funded by Mrs Alison Sanchez to commemorate her father, Kenneth Binns, Chief Librarian of the Commonwealth National Library from 1928 to 1947, this fellowship supports travel for professional development purposes by Library staff in the early stages of their career. The 2008 Fellowship was awarded to Ms Liesl Mitchell. The 2007 Fellowship was awarded to Mr Andrew Sergeant. Both fellowships were undertaken during the reporting period.
- *National Library of Australia National Folk Festival Fellowship.* With funding from the National Folk Festival, the Library provided a four-week residency to Dr Ronald McCoy to research original source materials in the Library's collections and to prepare for a performance at the National Folk Festival.
- *Norman McCann Summer Scholarships.* Funded by Mrs Pat McCann, the Library awarded three scholarships of six weeks duration to young Australians—Ms Sophie Loy-Wilson, Mr Andrew Thackrah and Ms Rebecca Saunders—to undertake research on topics in Australian history or Australian literature.
- *Seymour Summer Scholarships.* Funded by Dr John and Mrs Heather Seymour, this scholarship of six weeks duration to support research, preferably in biography, was awarded for the first time to Mr Alexander Cameron-Smith.

Cooperation on Corporate Management Issues within the Environment, Water, Heritage and the Arts Portfolio

The Corporate Management Forum consists of senior executives with corporate management responsibilities from 11 agencies within the Environment, Water, Heritage and the Arts portfolio and four other agencies. The forum considers issues in the areas of human resource management, financial management, procurement, information technology and facilities management with a view to achieving economies of scale, sharing experience and encouraging best practice.

The forum met three times during the year. Among matters it considered were:

- collective agreements and new workplace legislation
- the efficiency dividend
- energy costs

- emergency management
- caretaker conventions
- the 2006–2007 Corporate Management Forum annual report
- collection depreciation
- compliance reporting.

Information Technology

Information technology (IT) is used by the Library to facilitate and support the development of new online services, and to ensure that these services are cost-effective, reliable and responsive.

IT Architecture

While the Library's current IT architecture has enabled it to develop a significant digital library capability over the last decade, maintaining and supporting the existing systems is increasingly hindering efforts to bring new services online, improve the user experience, explore new ideas or respond to technological change. As a result, the Library has begun to implement a new framework for building digital library services that will:

- *Employ a service-oriented architecture*—where software uses a set of interfaces to execute a business function. This will result in a shared technical infrastructure that enables an overarching service framework, providing a common understanding of requirements and directions for business owners and developers. In 2007–2008, the Library successfully completed two IT development projects using a service-oriented approach: a rights management system and the development of a digital preservation workbench.
- *Adopt a single-business approach*—as part of implementing the service-oriented architecture, the Library considers its digital library services as a single business with a single data store that can be applied to a range of contexts. In 2007–2008, the Library completed two key initiatives as part of its single-business approach. Firstly, it defined an overarching service framework to enable the development of the Library's digital library services as a single business. The framework will be used in conjunction with business process modelling to provide a complete view of the requirements to be supported by digital library workflows. Secondly, a Business Integration Taskforce was formed to provide impetus to the recommendations of the IT Architecture Group. The taskforce proposed the development of a new discovery service to consolidate the Library's work on projects such as People Australia, the Australian Newspapers Digitisation Program, the redevelopment of the Register of Australian Archives and Manuscripts, and the future of the Library's catalogue, Picture Australia, Music Australia, Australia Dancing and Libraries Australia.
- *Consider open-source solutions*—the Library has adopted a policy of undertaking regular reviews of the capability of its software products and considering open-source solutions where appropriate. For functionality developed inhouse, the Library will return intellectual property to the public domain. In 2007–2008, the Library successfully replaced its Online Public Access Catalogue with an improved service based on the open-source VuFind library portal software.

Innovation

In 2007–2008, the Library undertook a range of IT development activities aimed at improving its services. In addition to the initiatives described above, these included the:

- development of a basic rights management service, allowing Library staff to view and update rights information for collection items, and to enable the future development of efficient staff workflow support systems
- enhancement of the ARROW Discovery Service, providing a single discovery mechanism for theses, papers and other research projects produced by Australian universities
- development of a high-performance automated harvester service to gather information about, and descriptions of, collections and materials held by other organisations for use in the Library's federated discovery services
- implementation of a prototype 'subject selector' tool to support a more efficient cataloguing workflow. The tool assists cataloguers to choose appropriate and current Library of Congress subject headings for use in the bibliographic records they are creating, by searching the national bibliographic database of records and automatically inserting selected headings into the record being created.

Infrastructure and Services

In 2007–2008, the Library's digital collections grew in size by 150 per cent to occupy 304 terabytes of storage. Figure 2.4 shows the growth in storage required to support the Library's digital collections from January 2003. The routine selective digitisation of the Library's collections, together with the acquisition of unique Australian born-digital material through PANDORA: Australia's Web Archive, requires an additional 20 terabytes of storage each year. This figure increased by almost 120 terabytes this year to support the requirements of the Australian Newspapers Digitisation Program. The Library has completed three Australian web domain harvests requiring some 70 terabytes of storage. Figure 2.5 shows the Library's digital collection by material type.

Figure 2.4 Growth in digital collection storage, January 2003 to June 2008

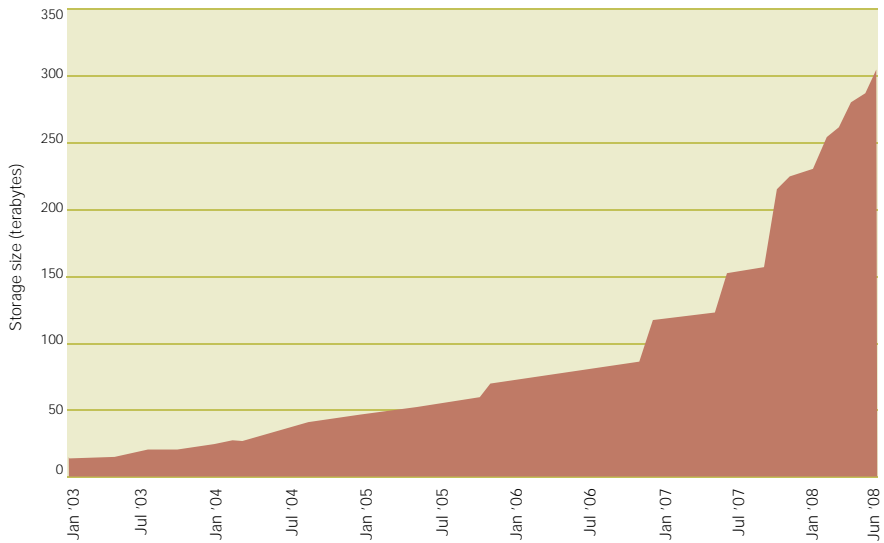
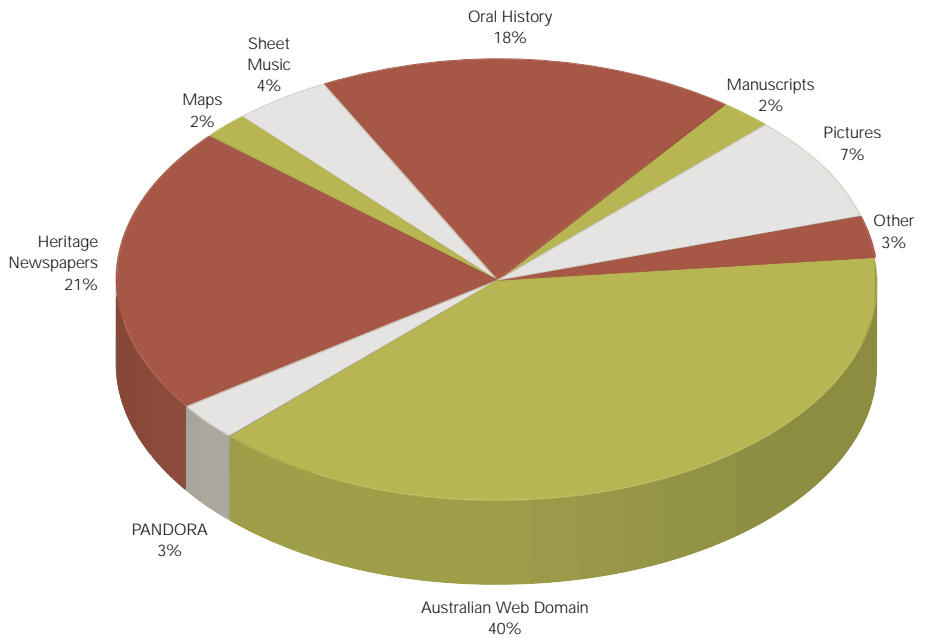
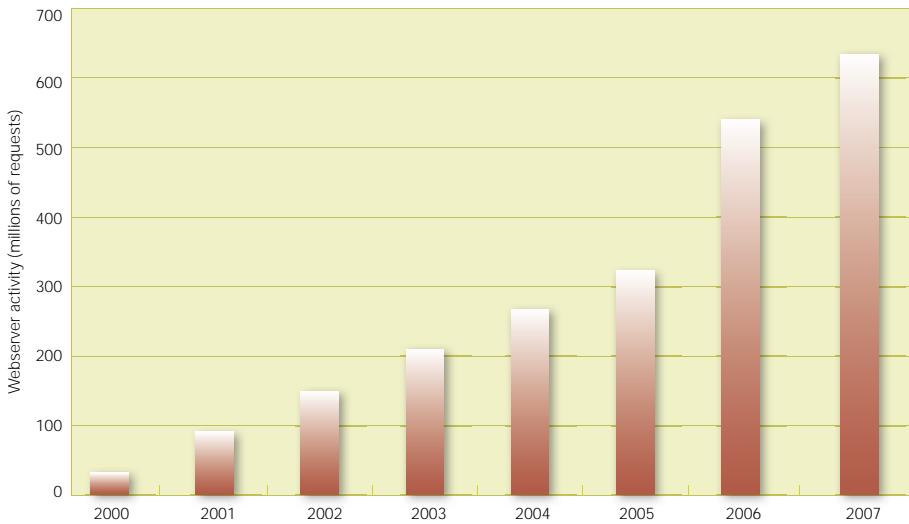


Figure 2.5 Digital collection storage by material



The Library also supports a substantial IT infrastructure to enable access to its own and other collections. Figure 2.6 shows the strong growth in the use of the Library's web-based services since 2000.

Figure 2.6 Use of Library web services, 2000–2007



These storage and access services must be underpinned by reliable IT infrastructure. Table 2.5 shows the average availability during the year of nine key service areas. The target availability of 99.5 per cent was met for all services.

Table 2.5 Availability of nine key service areas, 2007–2008

Service	Availability (%)
Local Area Network	99.93
File Services (Microsoft Windows Servers)	99.94
Email (Microsoft Exchange)	99.94
Website	99.97
Integrated Library Management System	99.98
PANDORA: Australia's Web Archive	99.95
Finance One	100.00
Libraries Australia	99.55
Picture Australia	99.99

Under its asset management program, the Library continued to regularly replace or upgrade IT infrastructure. The reporting period consequently saw several important developments:

- a refresh of laptop computers
- an upgrade of a number of corporate, network and digital library servers
- a substantial upgrade of the Library's wireless network
- completion of the LAN switch replacement component of the Library's internal network upgrade.

3 Report of Operations

Performance reporting in this chapter is based on the Library's outcome and outputs structure set out in the Portfolio Budget Statements 2007–2008 and the Additional Estimates Statements 2007–2008. The Library has one outcome and three outputs.

Outcome 1

Australians have access to a national collection of library material to enhance learning, knowledge creation, enjoyment and understanding of Australian life and society

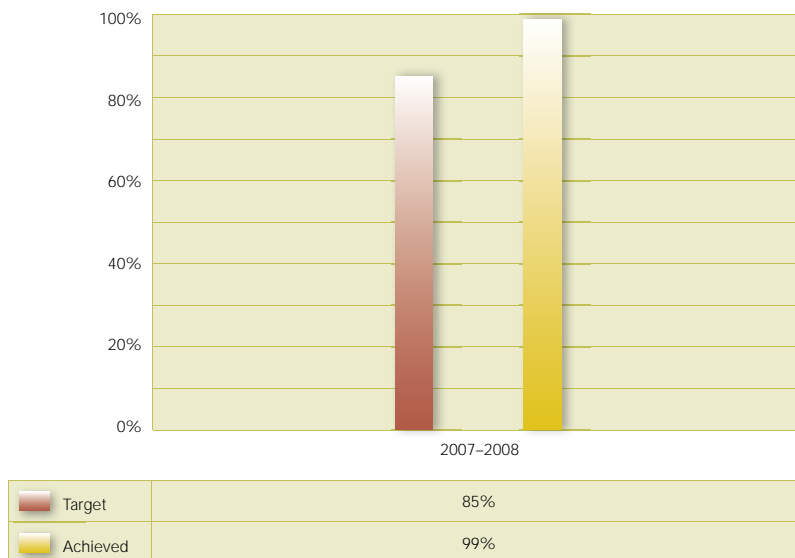
Performance

Table 3.1 Outcome 1: Measure, target and achievement, 2007–2008

	Measure	Target	Achieved
Effectiveness	Percentage of users surveyed have gained access to information or acquired a deeper awareness of Australian life and society	85%	99%

Effectiveness

Figure 3.1 Percentage of users surveyed have gained access to information or acquired a deeper awareness of Australian life and society



Note: This was a new performance measure in 2007–2008

The effectiveness target was exceeded.

Outputs

The Library reports on its operations in terms of three outputs:

- Output 1.1—The Collection
- Output 1.2—Information Services
- Output 1.3—Collaborative Services.

This is a new outputs structure introduced in 2007–2008. It merges most of the previous Output 1.3 (Public Programs) into Output 1.2 (Information Services), which encompasses services that provide access to the Library's collections. Performance indicators have been revised accordingly.

Output 1.1—The Collection

A developing, organised and preserved National Library of Australia collection

Description

To ensure a comprehensive record of Australian history and endeavour, and a selected record of the world's knowledge, are collected, cared for and accessible, Australian library materials and a selection of non-Australian publications are collected, catalogued and preserved by the Library for current and future access. The Australian Collection includes print publications such as books, serials, maps and music scores, which are collected comprehensively, and online publications and unpublished material such as manuscripts, pictures and oral histories, which are collected selectively. A considerable collection of general overseas and rare book materials, as well as world-class Asian and Pacific collections, augment the Australian Collection. Selected materials from the collections are digitised to provide immediate online access. Preservation programs are in place for the print and digital collections to protect them to ensure long-term access.

Table 3.2 provides details of funds appropriated and spent in support of this output in 2007–2008.

Table 3.2 Output 1.1: Funds appropriated and spent, 2007–2008

	Budget 2007–2008 (\$'000)	Actual 2007–2008 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	36 204	36 204	–
Revenue from other sources	4 033	7 704	3 671

Performance

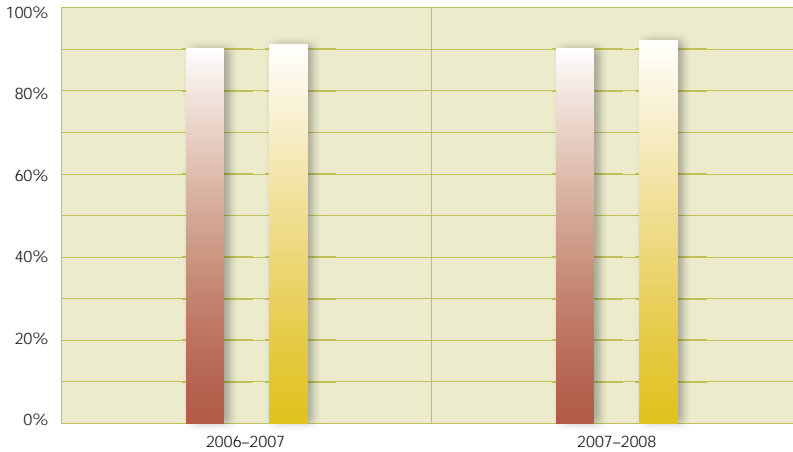
Table 3.3 shows measures, targets and achievements in relation to Output 1.1 in 2007–2008.

Table 3.3 Output 1.1: Measures, targets and achievements, 2007–2008

	Measure	Target	Achieved
Quality	Percentage of identified legal deposit items within the Library's collection development policy that have been collected	90%	92%
	Percentage of new collection items checked in, catalogued or indexed within set standards and timeframes	95%	95%
	Percentage of time storage standards met for the Library's high priority collections	90%	96%
Quantity	Number of collection items stored and maintained	5 998 800	5 997 483
	Percentage of collection items identified and captured	95%	100%
	Number of collection items catalogued or indexed	93 000	101 820
Price	Cost of Output 1.1	\$40.458m	\$43.908m

Quality

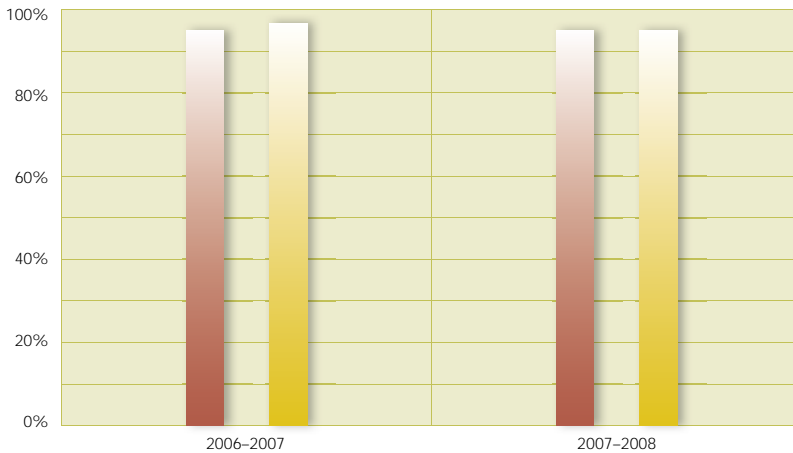
Figure 3.2 Percentage of identified legal deposit items within the Library's collection development policy that have been collected



Target	90%	90%
Achieved	91%	92%

The target was exceeded.

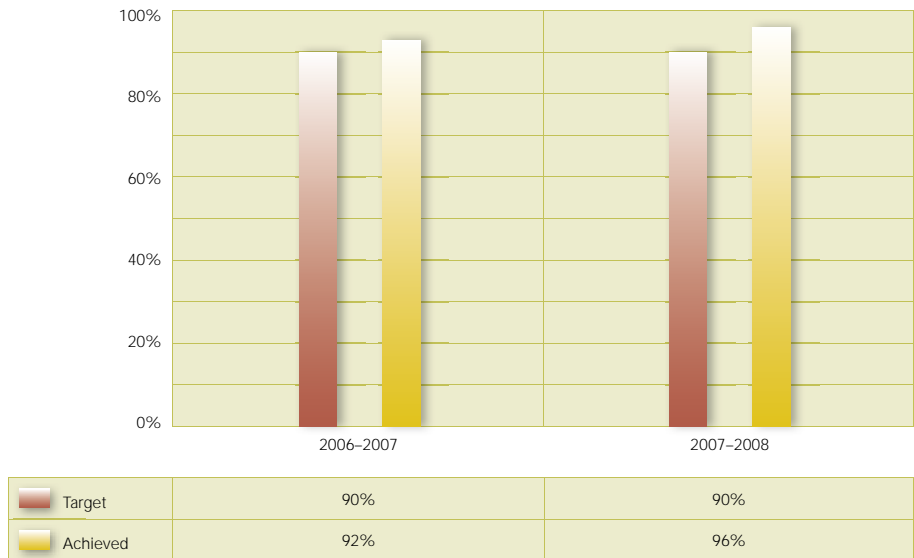
Figure 3.3 Percentage of new collection items checked in, catalogued or indexed within set standards and timeframes



Target	95%	95%
Achieved	97%	95%

The target was met.

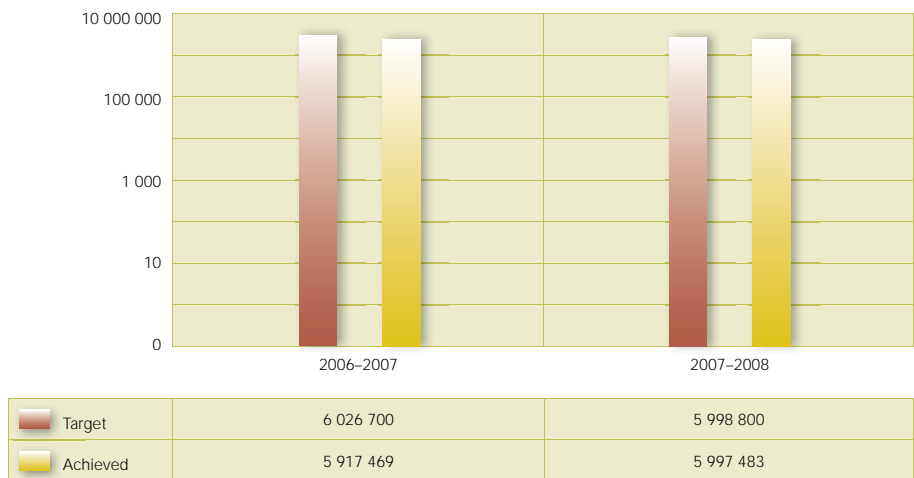
Figure 3.4 Percentage of time storage standards met for the Library's high priority collections



The target was exceeded.

Quantity

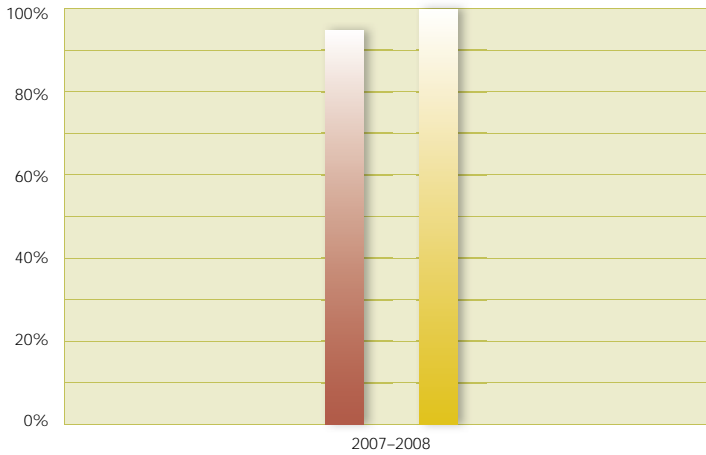
Figure 3.5 Number of collection items stored and maintained



Note: A logarithmic scale is used.

The target for 2006-2007 included 100 000 pages digitised as part of the Australian Newspapers Digitisation Program. This was not achieved due to the delayed commencement of the project. The target for 2007-2008 does not include newspaper digitisation, which accounts for it being slightly under the 2006-2007 target.

Figure 3.6 Percentage of collection items identified and captured

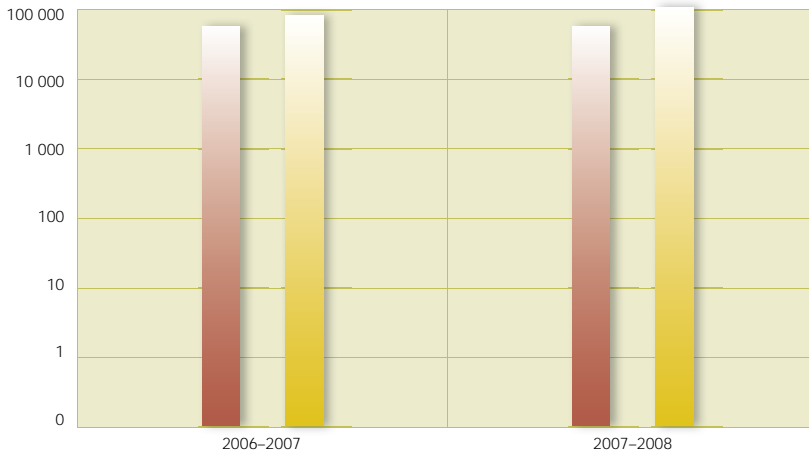


Target	95%
Achieved	100%

Note: This was a new performance measure in 2007–2008.

The target was exceeded.

Figure 3.7 Number of collection items catalogued or indexed



Target	93 000	93 000
Achieved	99 350	101 820

Note: A logarithmic scale is used.

The target was exceeded.

Price

Figure 3.8 Cost of Output 1.1 (in millions)



Note: This was a new performance measure in 2007–2008.

Key Issues and Developments

The Library continued to acquire print publications from Australia and overseas for its collections and also to provide online access to large text-searchable research collections of overseas journals and newspapers. Notable examples purchased during the year are *British Periodicals Online*, which includes around 500 periodical runs published between the 1680s and 1930s; the *Economist Historical Archive 1843–2003*, which provides searching across every issue of the *Economist* in that time period; and the seventeenth to eighteenth-century Burney collection of newspapers, which totals almost 1 million pages and provides the largest and most comprehensive collection of early English newspapers.

Some 7000 linear metres of significant collections stored onsite were relocated or respaced to provide sufficient accommodation for new collection items in the Australian, Newspaper and Asian collections stacks.

As information is increasingly disseminated in digital form, many national libraries confront the challenges of building and maintaining representative national digital collections. The Library is a founding member of the International Internet Preservation Consortium (IIPC), a collaboration involving many libraries and research institutions around the world. The IIPC has been working since 2004 to develop policies and tools that will help libraries meet the challenges associated with web materials. In April 2008, the Library hosted the second General Assembly of the IIPC, an important meeting that set priority directions for the consortium's future work. The Library also leads an IIPC group working collaboratively to ensure long-term access to web materials can be maintained.

During the year the Library also completed a project to design and build software workflow tools to efficiently process digital materials on physical carriers such as CDs

and floppy disks. This will reduce the risk of deteriorating physical media and obsolete technologies preventing access to collection material. These risks had been identified as the top priorities for preservation action for the Library's digital collections.

Since 1996, the Library has been archiving web content relating to Australian elections into PANDORA: Australia's Web Archive. The 2007 federal election campaign required the largest and most complex collecting exercise to date. More than 350 election websites were captured, some a number of times to reflect changing content. The Library also collected web videos, which were a notable feature of the campaign. During the caretaker period, the Library captured many ministerial websites that disappeared from the live web on the change of government. In addition to the web content, 2400 printed items relating to the election were collected.

In late 2007, the third annual large-scale harvest of the Australia web domain was carried out, collecting 516 million unique files from 1.2 million host domains. In total the three domain harvests amount to 70 terabytes of data. Current legal deposit and copyright provisions prevent the Library providing public access to this content.

In addition to collecting Australian web resources, the Library began a subscription to the Archive-It service, offered by the Internet Archive in the United States to develop curated archives of Asian and Pacific websites. The purpose is to preserve important but transient websites for future research. Small collections have been developed on the countries of Papua New Guinea, East Timor, Thailand, Laos and Cambodia.

In January, the Library prepared a submission to the 2007 Review of the Extension of Legal Deposit released by the Attorney-General's Department. Extension of legal deposit to information in digital form remains a top priority for the Library and its Council.

The Library plays an active role in the international development of standards relating to the library sector. It is currently involved in the development of a new standard for the bibliographic description of library materials, which will be called Resource Description and Access. Library staff member Deirdre Kiorgaard chairs the international committee that is developing the new standard, to be released in 2009. The Library also has a major role in preparing the Australian library community to implement the new standard.

Output 1.2—Information Services

Information services providing access to the National Library collection

Description

Information services—meeting the needs of Library users for rapid and easy access to its collections and other resources—are delivered nationally and internationally. These services may be delivered onsite through the Library's reading rooms; electronically through websites, including collaborative websites such as Picture Australia and Australia Dancing; or offsite via services such as AskNow, a collaborative national online reference service, interlibrary loans and Copies Direct, which supplies copies of library collection materials. A range of public programs, including events, exhibitions, education and publishing activities, promote, interpret and make the collections more widely accessible.

Table 3.4 provides details of funds appropriated and spent in support of this output in 2007–2008.

Table 3.4 Output 1.2: Funds appropriated and spent, 2007–2008

	Budget 2007–2008 (\$'000)	Actual 2007–2008 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	20 047	20 047	–
Revenue from other sources	3 272	4 458	1 186

Performance

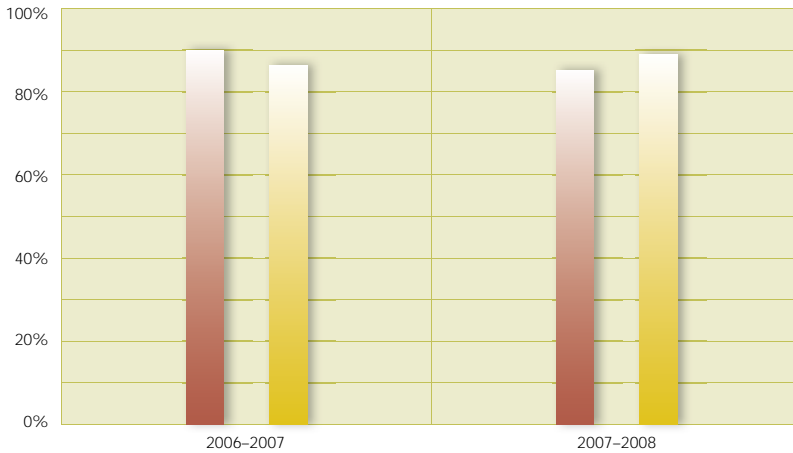
Table 3.5 shows measures, targets and achievements in relation to Output 1.2 in 2007–2008.

Table 3.5 Output 1.2: Measures, targets and achievements, 2007–2008

	Measure	Target	Achieved
Quality	Percentage of users satisfied with information services	85%	89%
	Percentage of Service Charter standards met	100%	100%
Quantity	Number of physical collection items delivered to users	284 075	268 486
	Percentage increase in number of page views on the Library's websites	6%	41%
	Number of users and visitors to the Library	503 500	640 944
Price	Cost of Output 1.2	\$23.389m	\$24.505m

Quality

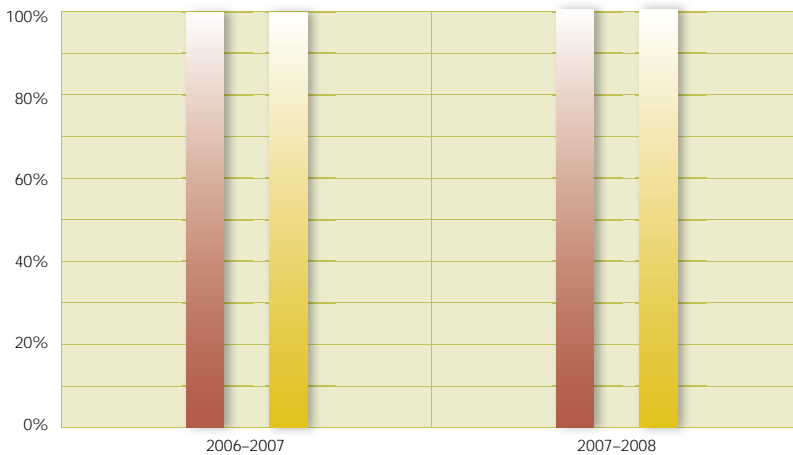
Figure 3.9 Percentage of users satisfied with information services



Target	90%	85%
Achieved	86%	89%

This measure reflects the average of four surveys undertaken between May 2005 and May 2008. The 2006–2007 result has been adjusted to exclude surveys undertaken in 2003–2004. The target was exceeded.

Figure 3.10 Percentage of Service Charter standards met

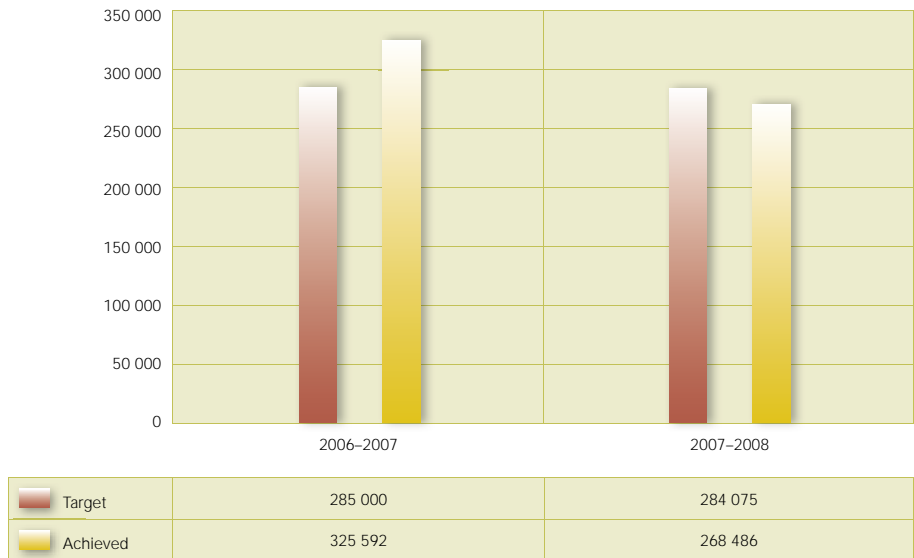


Target	100%	100%
Achieved	100%	100%

The Library's Service Charter specifies delivery times for collection items, response times for reference inquiries and the availability of the Library's website. The target was met (for further details, see the 'Service Charter' section on pages 30–3).

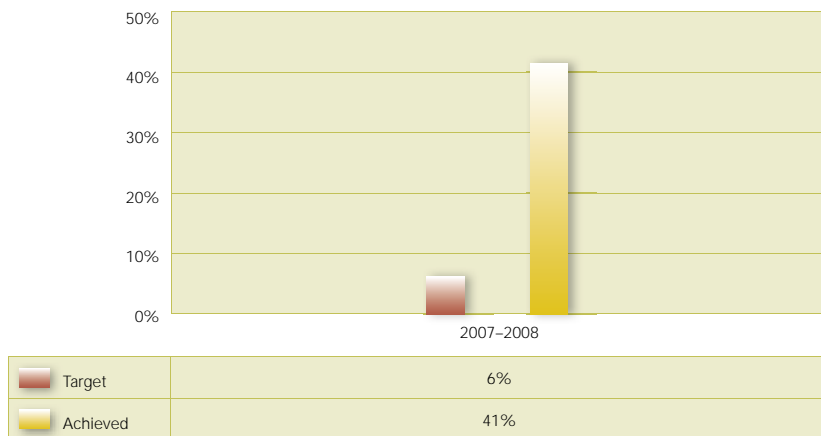
Quantity

Figure 3.11 Number of physical collection items delivered to users



In 2006-2007, the target was exceeded as a result of visitors to a display of historic railway photographs looking at other collection material in the Pictures Reading Room. In 2007-2008, the target was not met. Libraries worldwide are experiencing a decrease in the use of physical collection items as readers increasingly prefer electronic resources.

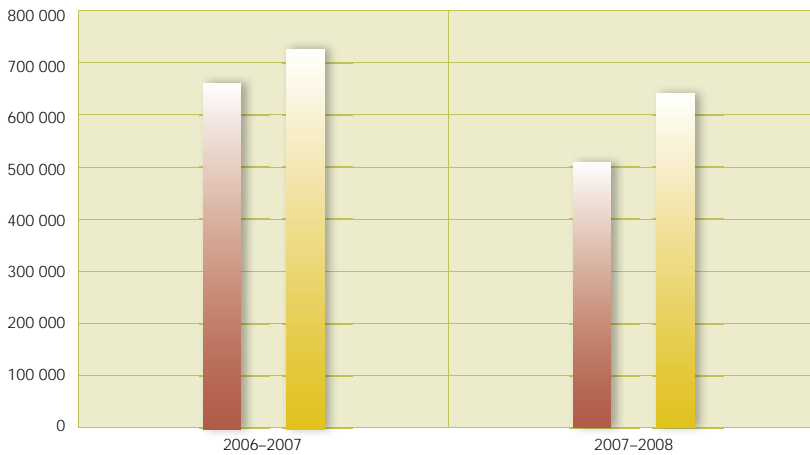
Figure 3.12 Percentage increase in number of page views on the Library's websites



Note: This was a new performance measure in 2007-2008.

The target was significantly exceeded, reflecting not only increased use by individuals but also a range of automated activity, such as indexing by search engine robots and crawlers.

Figure 3.13 Number of users and visitors to the Library

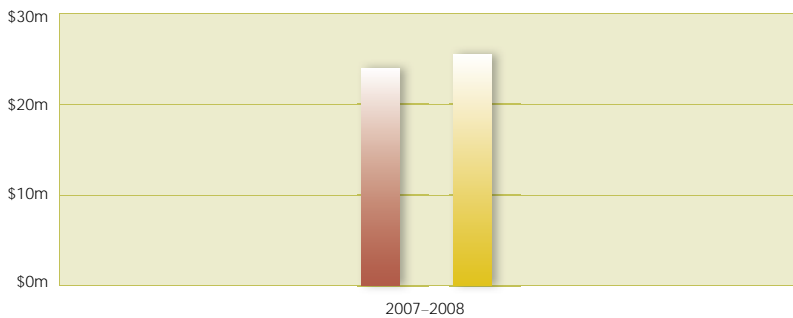


Target	665 000	503 500
Achieved	723 837	640 944

This performance measure includes visitors to the Library and visitors to Library programs delivered offsite, such as travelling exhibitions. This year's target was reduced from that of the previous year due to the completion of the national tour of the exhibition *National Treasures from Australia's Great Libraries* in August. The target was exceeded.

Price

Figure 3.14 Cost of Output 1.2 (in millions)



Target	\$23.389m
Achieved	\$24.505m

Note: This was a new performance measure in 2007–2008.

Key Issues and Developments

The number of visitors to the Library increased by 7 per cent compared with last year, bringing the total number of visitors to the Library to over half a million. This reflects the high level of satisfaction with the Library's collections and research environment, expressed in user focus groups conducted during the year, and the success of events and education programs.

The Library provides an offsite reference service for people unable to visit in person. An evaluation of the service found excellent customer satisfaction, with 92 per cent of respondents rating it good or better, 48 per cent rating the service excellent and 34 per cent very good. Users especially appreciate understanding, helpful and courteous staff, prompt responses and the quality of information provided. An interesting finding was that one-third of users were from overseas. Generally, users are highly educated, with 43 per cent having post-graduate qualifications.

With the implementation of eCallslips for the Newspapers and Microforms Collection this year, registered users can now request materials in advance of visiting the Library for all of the Library's published collections.

There was a 13 per cent increase in requests from individuals for copies of collection materials via the Copies Direct service. A total of 4710 requests were received. In response to requests from libraries and individuals, the Library took the opportunity to fully digitise 180 out-of-copyright items. They are now freely available via the Library's website.

The Library continued to engage with the community through its events, education, exhibition and publications programs. Work on the Treasures Gallery was a major focus this year. A diverse selection of significant items has been chosen to be featured in the opening exhibition in 2010, an accompanying online exhibition and a major publication.

The Library lends collection items for inclusion in exhibitions curated by other institutions. Due to resource constraints and in order to finalise the development and building stages of the Treasures Gallery project, the Library instituted a moratorium on outgoing loan requests for the period March 2008 to June 2010.

Publications and merchandise are distributed nationally through over 800 retail outlets and online through the Library's website. This year, the Library negotiated new arrangements with an external distributor of publications. This improved the distribution of Library titles to western and Central Australia and contributed to an increase in sales revenue of 26 per cent.

The Friends of the National Library continued to play a central role in the cultural life of the organisation, hosting a number of public events that showcased the collection and aspects of the Library's work. This year, membership of the Friends of the National Library increased by 10 per cent to 1852, reflecting the Library's increasing engagement with the community.

Output 1.3—Collaborative Services

Collaborative services supporting access to library and other collections

Description

The Library's collaborative projects and services lead to improved national access to documentary resources, and to efficiencies in the operation of Australian libraries. These services include the free and subscription Libraries Australia service, based on the Australian National Bibliographic Database; Picture Australia, which provides access to the online picture collections of 50 cultural agencies; Music Australia, which showcases music made and played by Australians; and the ARROW Discovery Service, which gathers the scholarly research outputs from most of Australia's universities for cross-disciplinary discovery.

Table 3.6 provides details of funds appropriated and spent in support of this output in 2007–2008.

Table 3.6 Output 1.3: Funds appropriated and spent, 2007–2008

	Budget 2007–2008 (\$'000)	Actual 2007–2008 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	2 036	2 036	–
Revenue from other sources	4 372	4 749	377

Performance

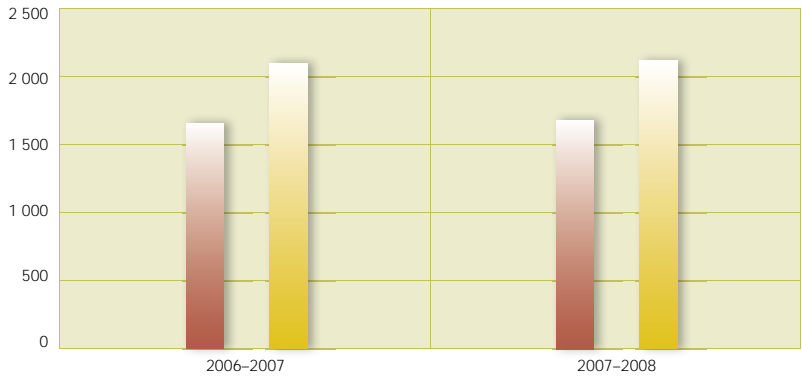
Table 3.7 shows measures, targets and achievements in relation to Output 1.3 in 2007–2008.

Table 3.7 Output 1.3: Measures, targets and achievements, 2007–2008

	Measure	Target	Achieved
Quality	Number of agencies subscribing and contributing to Libraries Australia retained; and annual targets for the number of contributors to other federated e-services met or exceeded	1 666	2 100
	Percentage of collaborative services standards and timeframes met	98%	99%
Quantity	Number of records/items contributed by participating institutions	2 199 200	2 908 856
Price	Cost of Output 1.3	\$6.408m	\$6.785m

Quality

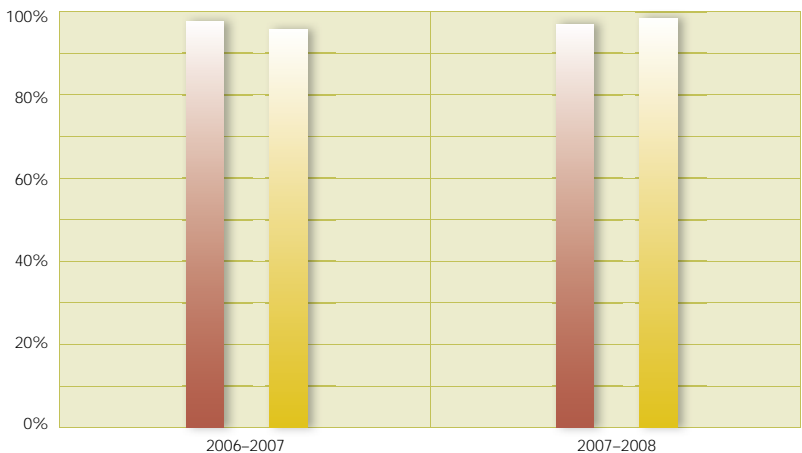
Figure 3.15 Number of agencies subscribing and contributing to Libraries Australia retained; and annual targets for the number of contributors to other federated e-services met or exceeded



Target	1 651	1 666
Achieved	2 094	2 100

The target was exceeded because the expected decline in the number of subscribers to Libraries Australia due to the introduction of the free service did not eventuate, and the service was successful in retaining affiliation from libraries.

Figure 3.16 Percentage of collaborative services standards and timeframes met

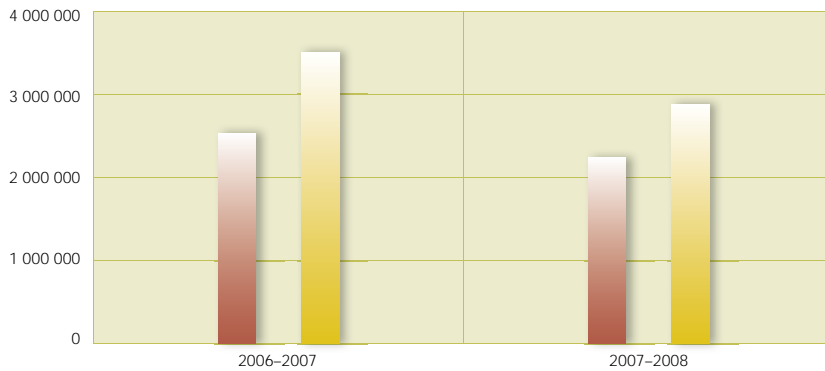


Target	98%	98%
Achieved	97%	99%

The target was exceeded.

Quantity

Figure 3.17 Number of records/items contributed by participating institutions

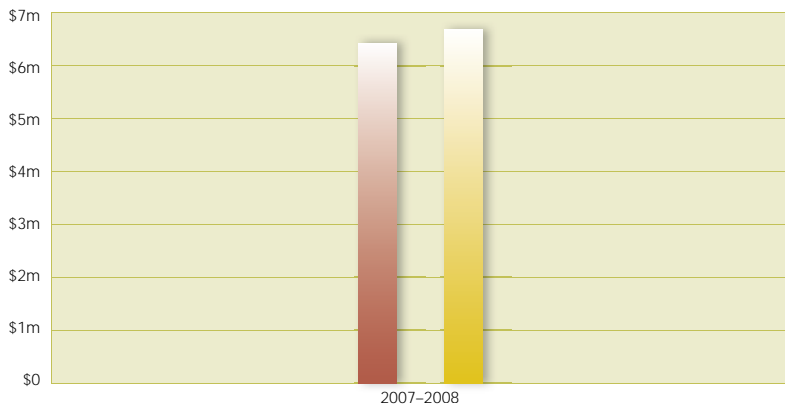


Target	2 477 600	2 199 200
Achieved	3 481 490	2 908 856

The target was exceeded. The growth in records contributed to the Australian National Bibliographic Database was the result of several large library collections being refreshed during the year, including the catalogue of the State Library of Queensland.

Price

Figure 3.18 Cost of Output 1.3 (in millions)



Target	\$6.408m
Achieved	\$6.785m

Note: This was a new performance measure in 2007–2008.

Key Issues and Developments

On 1 July 2007, a collaborative services agreement was signed with the Online Computer Library Center (OCLC). Under this agreement, all Australian libraries that subscribe to Libraries Australia have unlimited cataloguing and search access to OCLC's global catalogue, WorldCat. Since it came into effect, searching of WorldCat has increased from an average of 2200 searches per month to more than 90 000 per month. The arrangement has made a significant impact on cataloguing and document delivery workflows for libraries across Australia. The agreement also enabled the uploading of Australian National Bibliographic Database records into WorldCat, which will give Australian library resources increased exposure on the web. This process will continue regularly, to ensure the currency of the exchange.

A new version of the ARROW Discovery Service was released in April. The number of scholarly research resources from Australia's higher education sector available for discovery through this service has more than doubled since last year, to 214 455. The new search service contains features such as relevance ranking and refinements such as faceted browsing, which assist in achieving the Library's strategic outcome to explore new web-based technologies to enhance access to information.

The relationship between Picture Australia and Flickr, an international photo-sharing service, continued throughout the year. A total of 33 000 records for images contributed to Flickr by photographers were gathered for inclusion in Picture Australia, bringing the total number of images available to 1.5 million. The growth in Picture Australia has occurred through the expansion of consortial membership, for example the addition of the Queensland Museum via PictureQueensland and the Archives Office of Tasmania joining PictureTasmania, as well as 11 new collections added by the State Library of South Australia and the digitised component of the Australian art collection provided by the National Gallery of Australia.

The delivery of all the Library's discovery services is being reviewed as part of an initiative to scope an integrated portal. An early prototype was developed to explore the possibility of searching across the vast range of content that is made available in the Library's separate discovery services. This work will continue during 2008–2009.

4 Financial Statements



Craig Mackenzie (b.1969)

Smoking ceremony held in Canberra during community events to mark the National Apology to the Stolen Generations, 13 February 2008
nla.int-nl39844-cm18

The Library's active acquisitions program aims to provide broad-ranging collections of material documenting significant events in Australian life. One such event this year was the National Apology to the Stolen Generations, which occurred on Tuesday 13 February. The Library has acquired a selection of images of events that took place around Australia to mark the National Apology. These images, taken by a number of Indigenous and non-Indigenous photographers, provide a permanent visual record of community responses to the apology.

Audited Financial Statements

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INDEPENDENT AUDITOR'S REPORT

To the Minister for Department of the Environment, Water, Heritage and the Arts

Scope

I have audited the accompanying financial statements of the National Library of Australia for the year ended 30 June 2008, which comprise: a statement by Council Members; income statement; balance sheet; statement of changes in equity; cash flow statement; schedules of commitments and contingencies; a summary of significant accounting policies; and other explanatory notes.

The Responsibility of the Council Members for the Financial Statements

The members of Council are responsible for the preparation and fair presentation of the financial statements in accordance with the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997* and the Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. My audit has been conducted in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the National Library of Australia's preparation and fair presentation of the financial statements 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 National Library of Australia's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council as well as evaluating the overall presentation of the financial statements.

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

Independence

In conducting the audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the requirements of the Australian accounting profession.

Auditor's Opinion

In my opinion, the financial statements of the National Library of Australia:

- (a) have been prepared in accordance with the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*, and the Australian Accounting Standards (including the Australian Accounting Interpretations); and
- (b) give a true and fair view of the matters required by the Finance Minister's Orders including the National Library of Australia's financial position as at 30 June 2008 and of its financial performance and its cash flows for the year then ended.

Australian National Audit Office



Alana Foster
Executive Director
Delegate of the Auditor-General
Canberra
1 August 2008

STATEMENT BY COUNCIL MEMBERS

In our opinion, the attached financial statements for the year ended 30 June 2008 are based on properly maintained financial records and give a true and fair view of the matters required by the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997* with the exception of Section 37.2, where the Library has an exemption from the requirement not to depreciate heritage and cultural assets with useful lives exceeding 200 years.

In our opinion, at the date of this statement, there are reasonable grounds to believe that the National Library of Australia will be able to pay its debts as and when they become due and payable.

This Statement is made in accordance with a resolution of the Council of the National Library of Australia.

Signed

J. Gobbo
Chair

/ August 2008

Signed

J. Fullerton
Director-General

/ August 2008

**NATIONAL LIBRARY OF AUSTRALIA
INCOME STATEMENT**

for the year ended 30 June 2008

	Notes	Consolidated		NLA	
		2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
INCOME					
Revenue					
Revenue from Government	2A	58,285	58,318	58,285	58,318
Sale of goods and rendering of services	2B	8,026	7,661	8,363	7,596
Interest	2C	3,601	2,464	3,333	2,333
Royalties	2D	360	364	343	359
Other revenue	2E	4,910	5,409	3,473	3,821
Total revenue		75,182	74,216	73,797	72,427
Gains					
Sale of assets	2F	-	177	-	177
Other gains	2G	14	7	14	7
Total gains		14	184	14	184
Total Income		75,196	74,400	73,811	72,611
EXPENSES					
Employee benefits	3A	33,681	31,662	33,681	31,662
Suppliers	3B	18,251	17,211	18,159	17,075
Grants	3C	544	465	490	427
Depreciation and amortisation	3D	18,653	18,350	18,653	18,350
Finance costs	3E	4	16	4	16
Write-down and impairment of assets	3F	234	326	233	310
Losses from asset sales	3G	27	-	27	-
Other expenses	3H	47	52	47	52
Total Expenses		71,441	68,082	71,294	67,892
Surplus		3,755	6,318	2,517	4,719

The above statement should be read in conjunction with the accompanying notes.

**NATIONAL LIBRARY OF AUSTRALIA
BALANCE SHEET**

as at 30 June 2008

	Notes	Consolidated		NLA	
		2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
ASSETS					
Financial Assets					
Cash and cash equivalents	4A	3,971	46,322	2,985	44,799
Trade and other receivables	4B	1,737	1,227	1,618	1,174
Investments	4C	49,416	1,820	45,613	-
Other financial assets	4D	633	765	880	765
Total financial assets		55,757	50,134	51,096	46,738
Non-Financial Assets					
Land and buildings	5A, C	170,243	171,910	170,243	171,910
Infrastructure, plant and equipment	5B, C	1,483,777	1,485,624	1,483,777	1,485,624
Intangibles	5D, E	5,322	5,665	5,322	5,665
Inventories	5F	1,501	1,408	1,331	1,202
Other non-financial assets	5G	1,816	1,880	1,816	1,880
Total non-financial assets		1,662,659	1,666,487	1,662,489	1,666,281
Total Assets		1,718,416	1,716,621	1,713,585	1,713,019
LIABILITIES					
Payables					
Suppliers	6A	2,655	2,305	2,655	2,305
Grants	6B	31	38	31	28
Other payables	6C	2,898	2,575	2,897	2,575
Total payables		5,584	4,918	5,583	4,908
Interest Bearing Liabilities					
Leases	7	17	71	17	71
Total interest bearing liabilities		17	71	17	71
Provisions					
Employee provisions	8	10,668	10,581	10,668	10,581
Total provisions		10,668	10,581	10,668	10,581
Total Liabilities		16,269	15,570	16,268	15,560
Net Assets		1,702,147	1,701,051	1,697,317	1,697,459
EQUITY					
Contributed equity		28,636	21,541	28,636	21,541
Reserves		243,146	252,900	243,146	252,900
Retained surplus		1,430,365	1,426,610	1,425,535	1,423,018
Total Equity		1,702,147	1,701,051	1,697,317	1,697,459
Current Assets		58,252	52,544	53,546	49,082
Non-Current Assets		1,660,164	1,664,077	1,660,039	1,663,937
Current Liabilities		14,352	13,426	14,351	13,416
Non-Current Liabilities		1,917	2,144	1,917	2,144

The above statement should be read in conjunction with the accompanying notes.

**NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF CHANGES IN EQUITY (CONSOLIDATED)**

as at 30 June 2008

	Retained Earnings		Asset Revaluation Reserves		Contributed Equity / Capital		Total Equity	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Opening balance								
Balance carried forward from previous period	1,426,610	1,420,292	252,900	238,917	21,541	16,563	1,701,051	1,675,772
Adjustment for errors	-	-	-	-	-	-	-	-
Adjustment for changes in accounting policies	-	-	-	-	-	-	-	-
Adjusted opening balance	1,426,610	1,420,292	252,900	238,917	21,541	16,563	1,701,051	1,675,772
Income and expenses recognised directly in equity								
Revaluation adjustments	-	-	(9,754)	13,983	-	-	(9,754)	13,983
Sub-total income and expenses recognised directly in equity	-	-	(9,754)	13,983	-	-	(9,754)	13,983
Surplus for the period	3,755	6,318	-	-	-	-	3,755	6,318
Total income and expenses	3,755	6,318	(9,754)	13,983	-	-	(5,999)	20,301
Transactions with owners								
<i>Distributions to owners</i>								
Returns on capital:								
Dividends	-	-	-	-	-	-	-	-
Returns of capital:								
Restructuring	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<i>Contributions by owners</i>								
Appropriations (equity injection)	-	-	-	-	7,095	4,978	7,095	4,978
Other	-	-	-	-	-	-	-	-
Restructuring	-	-	-	-	-	-	-	-
Sub-total transactions with owners	-	-	-	-	7,095	4,978	7,095	4,978
Transfers between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	1,430,365	1,426,610	243,146	252,900	28,636	21,541	1,702,147	1,701,051

The above statement should be read in conjunction with the accompanying notes.

**NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF CHANGES IN EQUITY (NLA)**

as at 30 June 2008

	Retained Earnings		Asset Revaluation Reserves		Contributed Equity / Capital		Total Equity	
	2008	2007	2008	2007	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance								
Balance carried forward from previous period	1,423,018	1,418,299	252,900	238,917	21,541	16,563	1,697,459	1,673,779
Adjustment for errors	-	-	-	-	-	-	-	-
Adjustment for changes in accounting policies	-	-	-	-	-	-	-	-
Adjusted opening balance	1,423,018	1,418,299	252,900	238,917	21,541	16,563	1,697,459	1,673,779
Income and expense recognised directly in equity								
Revaluation adjustments	-	-	(9,754)	13,983	-	-	(9,754)	13,983
Sub-total income and expenses recognised directly in equity	-	-	(9,754)	13,983	-	-	(9,754)	13,983
Surplus for the period	2,517	4,719	-	-	-	-	2,517	4,719
Total income and expenses	2,517	4,719	(9,754)	13,983	-	-	(7,237)	18,702
Transactions with owners								
<i>Distributions to owners</i>								
Returns on capital:								
Dividends	-	-	-	-	-	-	-	-
Returns of capital:								
Restructuring	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<i>Contributions by Owners</i>								
Appropriations (equity injection)	-	-	-	-	7,095	4,978	7,095	4,978
Other								
Restructuring	-	-	-	-	-	-	-	-
Sub-total transactions with owners	-	-	-	-	7,095	4,978	7,095	4,978
Transfers between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	1,425,535	1,423,018	243,146	252,900	28,636	21,541	1,697,317	1,697,459

The above statement should be read in conjunction with the accompanying notes.

**NATIONAL LIBRARY OF AUSTRALIA
CASH FLOW STATEMENT**

for the year ended 30 June 2008

	Notes	Consolidated		NLA	
		2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
OPERATING ACTIVITIES					
Cash received					
Goods and services		8,945	9,074	9,035	9,003
Appropriations		58,285	58,318	58,285	58,318
Interest		3,415	2,220	3,213	2,137
Net GST received		2,283	1,459	2,283	1,459
Other cash received		2,257	3,155	815	1,551
Cash received on behalf of others		204	120	204	120
Total cash received		75,389	74,346	73,835	72,588
Cash used					
Employees		(34,435)	(32,438)	(34,435)	(32,438)
Suppliers		(18,783)	(17,256)	(18,728)	(17,043)
Borrowing costs		(5)	(17)	(5)	(17)
Other cash used		(542)	(433)	(488)	(406)
Total cash used		(53,765)	(50,144)	(53,656)	(49,904)
Net cash flows from or (used by) operating activities	9	21,624	24,202	20,179	22,684
INVESTING ACTIVITIES					
Cash received					
Proceeds from sales of property, plant and equipment		27	208	27	208
Investments		28,630	8,526	28,169	8,319
Total cash received		28,657	8,734	28,196	8,527
Cash used					
Purchase of property, plant and equipment		(22,558)	(11,710)	(22,558)	(11,710)
Purchase of intangibles		(860)	(728)	(860)	(728)
Investments		(76,226)	(8,752)	(73,783)	(8,319)
Total cash used		(99,644)	(21,190)	(97,201)	(20,757)
Net cash flows from or (used by) investing activities		(70,987)	(12,456)	(69,005)	(12,230)
FINANCING ACTIVITIES					
Cash received					
Appropriations – contributed equity		7,095	4,978	7,095	4,978
Total cash received		7,095	4,978	7,095	4,978
Cash used					
Repayment of borrowings		(83)	(111)	(83)	(111)
Total cash used		(83)	(111)	(83)	(111)
Net cash flows from or (used by) financing activities		7,012	4,867	7,012	4,867
Net increase or (decrease) in cash held		(42,351)	16,613	(41,814)	15,321
Cash and cash equivalents at the beginning of the reporting period		46,322	29,709	44,799	29,478
Cash and cash equivalents at the end of the reporting period	4A	3,971	46,322	2,985	44,799

The above statement should be read in conjunction with the accompanying notes.

NATIONAL LIBRARY OF AUSTRALIA SCHEDULE OF COMMITMENTS

as at 30 June 2008

	Consolidated		NLA	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
BY TYPE				
Commitments receivable				
GST recoverable on commitments	1,009	1,867	1,009	1,867
Other	1,046	1,727	1,046	1,727
Total commitments receivable	2,055	3,594	2,055	3,594
Capital commitments				
Buildings	4,403	13,703	4,403	13,703
Infrastructure, plant and equipment	109	370	109	370
Collections ¹	222	362	222	362
Total capital commitments	4,734	14,435	4,734	14,435
Other commitments				
Operating leases ²	3,882	4,620	3,882	4,620
Other commitments ³	3,525	3,271	3,525	3,271
Total other commitments	7,407	7,891	7,407	7,891
Net commitments by type	10,086	18,732	10,086	18,732
BY MATURITY				
Commitments receivable				
Other commitments receivable				
One year or less	1,543	2,051	1,543	2,051
From one to five years	512	1,481	512	1,481
Over five years	-	62	-	62
Total other commitments receivable	2,055	3,594	2,055	3,594
Commitments payable				
Capital commitments				
One year or less	4,721	10,128	4,721	10,128
From one to five years	13	4,307	13	4,307
Over five years	-	-	-	-
Total capital commitments	4,734	14,435	4,734	14,435
Operating lease commitments				
One year or less	845	867	845	867
From one to five years	3,037	3,066	3,037	3,066
Over five years	-	687	-	687
Total operating lease commitments	3,882	4,620	3,882	4,620
Other Commitments				
One year or less	2,362	2,216	2,362	2,216
From one to five years	1,163	1,055	1,163	1,055
Over five years	-	-	-	-
Total other commitments	3,525	3,271	3,525	3,271
Net Commitments By Maturity	10,086	18,732	10,086	18,732

NB: Commitments are GST inclusive where relevant.

¹ Collection commitments represent contracts for the purchase of collection items.

² Operating leases included are effectively non-cancellable and comprise:

- Lease for warehouse which expires in May 2013;
- Agreements for the provision of motor vehicles to senior executive officers.

³ Other commitments primarily consist of the provision of computer services, security, legal services, cleaning, building maintenance and postal services with a total contingent rental component of \$977,204.

The above statement should be read in conjunction with the accompanying notes.

NATIONAL LIBRARY OF AUSTRALIA
SCHEDULE OF CONTINGENCIES (Consolidated)

as at 30 June 2008

	Guarantees		Indemnities		Claims for damages or costs		TOTAL	
	2008	2007	2008	2007	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Contingent Assets								
Balance from previous period	-	-	-	-	5	6	5	6
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Assets crystallised	-	-	-	-	-	(1)	-	(1)
Expired	-	-	-	-	-	-	-	-
Total Contingent Assets	-	-	-	-	5	5	5	5
Contingent Liabilities								
Balance from previous period	8	36	-	-	-	-	8	36
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Liabilities crystallised	-	-	-	-	-	-	-	-
Obligations expired	-	(28)	-	-	-	-	-	(28)
Total Contingent Liabilities	8	8	-	-	-	-	8	8
Net Contingent Assets (Liabilities)							(3)	(3)

Details of each class of contingent liabilities and contingent assets, including those not included above because they cannot be quantified, are shown in Note 10: Contingent Liabilities and Assets.

The above schedule should be read in conjunction with the accompanying notes.

**NATIONAL LIBRARY OF AUSTRALIA
SCHEDULE OF CONTINGENCIES (NLA)**

as at 30 June 2008

	Guarantees		Indemnities		Claims for damages or costs		TOTAL	
	2008	2007	2008	2007	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Contingent Assets								
Balance from previous period	-	-	-	-	5	6	5	6
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Assets crystallised	-	-	-	-	-	(1)	-	(1)
Expired	-	-	-	-	-	-	-	-
Total Contingent Assets	-	-	-	-	5	5	5	5
Contingent Liabilities								
Balance from previous period	8	36	-	-	-	-	8	36
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Liabilities crystallised	-	-	-	-	-	-	-	-
Obligations expired	-	(28)	-	-	-	-	-	(28)
Total Contingent Liabilities	8	8	-	-	-	-	8	8
Net Contingent Assets (Liabilities)							(3)	(3)

Details of each class of contingent liabilities and contingent assets, including those not disclosed above because they cannot be quantified are shown in Note 10: Contingent Liabilities and Assets.

The above schedule should be read in conjunction with the accompanying notes.

NATIONAL LIBRARY OF AUSTRALIA**INDEX OF THE NOTES TO THE FINANCIAL STATEMENTS***for the year ended 30 June 2008*

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NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 1: Summary of Significant Accounting Policies

1.1 Basis of Accounting

The financial statements are required by clause 1(b) of Schedule 1 to the *Commonwealth Authorities and Companies Act 1997* and are a general purpose financial report.

The continued existence of the National Library of Australia (NLA) in its present form and with its present outputs is dependent on Government policy and on continuing appropriations by the Parliament.

The financial statements and notes have been prepared in accordance with:

- Finance Minister's Orders (or FMOs) for reporting periods ending on or after 1 July 2007 with the exception of Section 37.2, where the Library has an exemption from the requirement not to depreciate heritage and cultural assets with useful lives exceeding 200 years; and
- Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

The NLA and Consolidated financial reports have been prepared on an accrual basis and are in accordance with historical cost convention, except for certain assets at fair value. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position.

The financial report is prepared in Australian dollars and values rounded to the nearest thousand dollars unless otherwise specified.

Unless an alternative treatment is specifically required by an Accounting Standard or the FMOs, assets and liabilities are recognised in the NLA and Consolidated Balance Sheet when and only when it is probable that future economic benefits will flow to the Library and the amounts of the assets or liabilities can be reliably measured. However, assets and liabilities arising under agreements equally proportionately unperformed are not recognised unless required by an Accounting Standard.

Unless an alternative treatment is specifically required by an accounting standard, revenues and expenses are recognised in the NLA and Consolidated Income Statement when and only when the flow, consumption or loss of economic benefits has occurred and can be reliably measured.

1.2 Principles of Consolidation

The consolidated financial statements are those of the economic entity, comprising the NLA (parent entity) and the Library's Trust Accounts. Details of the Trust Accounts may be found at Note 18. The accounts of the Library's Trust Accounts are prepared for the period 1 July 2007 to 30 June 2008 using accounting policies consistent with those of the NLA. The effects of transactions and balances between entities are eliminated in full.

1.3 Significant Accounting Judgements and Estimates

No accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to carrying amounts of assets and liabilities within the next accounting period.

1.4 New Accounting Standards

Adoption of new Australian Accounting Standard requirements

No accounting standard has been adopted earlier than the application date as stated in the standard. The following new standard is applicable to the reporting period:

Financial instrument disclosure

AASB 7 *Financial Instruments: Disclosures* is effective for reporting periods beginning on or after 1 January 2007 (the 2007-08 financial year) and amends the disclosure requirements for financial instruments. In general, AASB 7 requires greater disclosure than previously required. Associated with the introduction of AASB 7 a number of accounting standards were amended to reference the new standard or remove the present disclosure requirements through 2005-10 *Amendments to Australian Accounting Standards* [AASB 132, AASB 101, AASB 114, AASB 117, AASB 133, AASB 139, AASB 1, AASB 4, AASB 1023 & AASB 1038]. These changes have no financial impact but will affect the disclosure presented in future financial reports.

The following new standards, amendments to standards or interpretations for the current financial year have no material financial impact on the Library.

- AASB 101 *Presentation of Financial Statements* (issued October 2006)
- AASB 1048 *Interpretation and Application of Standards*
- AASB 2007-4 *Amendments to Australian Accounting Standards arising from ED 151 and Other Amendments and Erratum: Proportionate Consolidation*
- AASB 2007-5 *Amendments to Australian Accounting Standard – Inventories Held for Distribution by Not-for Profit Entities* [AASB 102]
- AASB 2007-7 *Amendments to Australian Accounting Standards*
- ERR Erratum *Proportionate Consolidation* [AASB 101, AASB 107, AASB 121, AASB 127, Interpretation 113]
- UIG Interpretation 10 *Interim Financial Reporting and Impairment*
- AASB Interpretation 1003 *Australian Petroleum Resource Rent Tax*
- UIG Interpretation 11 *AASB 2 – Group and Treasury Share Transactions and 2007-1 Amendments to Australian Accounting Standards arising from AASB Interpretation 11*

Future Australian Accounting Standard requirements

The following new standards, amendments to standards or interpretations have been issued by the Australian Accounting Standards Board but are effective for future reporting periods. It is estimated that the impact of adopting these pronouncements when effective, other than AASB 2007-9 *Amendments to Australian Accounting Standards arising from the Review of AASs 27, 29 and 31* will have no material financial impact on future reporting periods.

- AASB 3 *Business Combinations*
- AASB 8 *Operating Segments*
- AASB 101 *Presentation of Financial Statements* (Issued September 2007)
- AASB 123 *Borrowing Costs*
- AASB 127 *Consolidated and Separate Financial Statements*
- AASB 1004 *Contributions*
- AASB 1050 *Administered Items*
- AASB 1051 *Land Under Roads*
- AASB 1052 *Disaggregated Disclosures*
- AASB 2007-2 *Amendments to Australian Accounting Standards arising from AASB Interpretation 12* [AASB 1, AASB 117, AASB 118, AASB 120, AASB 121, AASB 127, AASB 131 and AASB 139]
- AASB 2007-3 *Amendments to Australian Accounting Standards arising from AASB 8*

- AASB 2007-6 *Amendments to Australian Accounting Standards arising from AASB 125*
- AASB 2007-8 *Amendments to Australian Accounting Standards arising from AASB 101*
- AASB 2007-9 *Amendments to Australian Accounting Standards arising from the Review of AASs 27, 29 and 31*
- AASB 2008-1 *Amendment to Australian Accounting Standard – Share-based Payments: Vesting Conditions and Cancellations*
- AASB 2008-2 *Amendments to Australian Accounting Standards – Puttable Financial Instruments and Obligations arising on Liquidation*
- AASB 2008-3 *Amendments to Australian Accounting Standards arising from AASB 3 and AASB 127*
- AASB 2008-4 *Amendments to Australian Accounting Standard – Key Management Personnel Disclosures by Disclosing Entities (AASB 124)*
- AASB Interpretation 1 *Changes in Existing Decommissioning, Restoration and Similar Liabilities*
- AASB Interpretation 4 *Determining Whether an Arrangement Contains a Lease*
- AASB Interpretation 12 *Service Concession Arrangements*
- AASB Interpretation 13 *Customer Loyalty Programmes*
- AASB Interpretation 14 *AASB 119 - The Limit on a Defined Benefit Asset, Minimum Funding Requirements and their Interaction*
- AASB Interpretation 129 *Service Concession Arrangement Disclosures*
- AASB Interpretation 1038 *Contributions by Owners Made to Wholly-Owned Public Sector Entities*

AASB 2007-9 amends AASB 116 *Property, Plant and Equipment* to clarify that heritage and cultural assets are property, plant and equipment. Significantly for the Library, guidance has been added to AASB 116 to explain that, given the nature of many heritage and cultural assets, they may not have limited useful lives where appropriate curatorial and preservation policies have been adopted. In these circumstances these assets would not be subject to depreciation however they would be subject to impairment testing when there is an indication of impairment. This change to AASB 116 will support the requirement under the Finance Minister's Orders, Section 37.2 not to depreciate heritage and cultural assets with useful lives exceeding 200 years. If the Library did not have an exemption from the requirement not to depreciate heritage and cultural assets with useful lives exceeding 200 years collection depreciation expense would have been reduced by \$2,062,865.

Other

The following standards and interpretations have been issued but are not applicable to the operations of the Library.

AASB 1049 *Whole of Government and General Government Sector Financial Reporting*

AASB 1049 specifies the reporting requirements for the General Government Sector. The FMOs do not refer to this standard as it contains guidance applicable to the consolidated financial statements of the Australian Government, rather than financial reports of individual agencies or authorities.

1.5 Revenue

Revenue from the sale of goods is recognised when:

- the risks and rewards of ownership have been transferred to the buyer;
- the seller retains no managerial involvement, nor effective control over the goods;
- the revenue and transaction costs can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the Library.

Revenue from rendering of services is recognised by reference to the stage of completion of contracts at the reporting date. The revenue is recognised when:

- the amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- the probable economic benefits with the transaction will flow to the Library.

The stage of completion of contracts at the reporting date is determined by reference to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance. Collectability of debts is reviewed at balance date. Provisions are made when collectability of the debt is no longer probable.

Interest revenue is recognised using the effective interest method as set out in AASB 139 *Financial Instruments: Recognition and Measurement*.

Resources Received Free of Charge

Resources received free of charge are recognised as revenue when and only when a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

Contributions of assets at no cost of acquisition or for nominal consideration are recognised at their fair value when the asset qualifies for recognition.

Resources received free of charge are recorded as either revenue or gains depending on their nature i.e. whether they have been generated in the course of the ordinary activities of the Library.

Revenues from Government

Amounts appropriated for Departmental outputs appropriations for the year (adjusted for any formal additions and reductions) are recognised as revenue, except for certain amounts that relate to activities that are reciprocal in nature, in which case revenue is recognised only when it has been earned.

Appropriations receivable are recognised at their nominal amounts.

1.6 Gains

Other Resources Received Free of Charge

Resources received free of charge are recognised as gains when and only when a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

Contributions of assets at no cost of acquisition or for nominal consideration are recognised as gains at their fair value when the asset qualifies for recognition and they were not received in the course of the ordinary activities of the Library, or from another Government agency or authority as a consequence of a restructuring of administrative arrangements.

Sale of Assets

Gains from disposal of non-current assets are recognised when control of the asset has passed to the buyer.

1.7 Transactions with the Government as Owner

Equity Injections

Amounts appropriated which are designated as 'equity injections' for a year (less any formal reductions) are recognised directly in Contributed Equity in that year.

Other Distributions to Owners

The FMOs require that distributions to owners be debited to contributed equity unless in the nature of a dividend.

1.8 Employee Benefits

Liabilities for services rendered by employees are recognised at the reporting date to the extent that they have not been settled.

Liabilities for 'short-term employee benefits' (as defined in AASB 119) and termination benefits due within 12 months of balance date are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability. All other employee benefit liabilities are measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date.

Leave

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for sick leave, as all sick leave is non-vesting and the average sick leave taken in the future by employees of the Library is estimated to be less than the annual entitlement for sick leave.

The leave liabilities are calculated on the basis of employees' remuneration, including an on-cost for accruing leave entitlements and the Library's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination. These on-costs are recognised because while the employee is taking leave, superannuation and leave entitlements continue to accrue.

The liability for long service leave has been determined by reference to the work of an actuary undertaken in April 2008. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

Separation and Redundancy

Provision is made for separation and redundancy benefit payments in circumstances where the Library has developed a detailed formal plan for the terminations and has informed those employees affected that it will carry out the terminations.

Superannuation

Employees of the Library are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS) or the PSS accumulation plan (PSSap). The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme. The liability for the defined benefit schemes is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported by the Department of Finance and Deregulation as an administered item.

The Library makes employer contributions to the employee superannuation schemes at rates determined by an actuary to be sufficient to meet the current cost to the Australian Government of the superannuation entitlements of the Library's employees. The Library accounts for the contributions as if they were contributions to defined contribution plans.

The liability for superannuation recognised as at 30 June represents outstanding contributions.

1.9 Leases

A distinction is made between finance leases and operating leases. Finance leases effectively transfer from the lessor to the lessee substantially all the risks and rewards incidental to ownership of leased non-current assets. An operating lease is a lease that is not a finance lease. In operating leases, the lessor effectively retains substantially all such risks and benefits.

Where a non-current asset is acquired by means of a finance lease, the asset is capitalised at either the fair value of the lease property or if lower, the present value of minimum lease payments at the inception of the contract and a liability is recognised at the same time and for the same amount. The discount rate used is the interest rate implicit in the lease. Leased assets are amortised over the period of the lease. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are expensed on a straight line basis which is representative of the pattern of benefits derived from the leased assets.

1.10 Borrowing Costs

All borrowing costs are expensed as incurred.

1.11 Cash

Cash and cash equivalents includes notes and coins held and any deposits in bank accounts with an original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value. Cash is recognised at its nominal amount.

1.12 Financial Assets

AASB 139 *Financial Instruments: Recognition and Measurement* requires financial assets to be classified in the following categories:

- financial assets 'at fair value through profit or loss';
- 'held-to-maturity investments';
- 'available-for-sale financial assets'; and
- 'loans and receivables'.

The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. The Library currently only holds financial assets that are classified as 'loans and receivables'.

Financial assets are recognised and derecognised upon 'trade date'.

Effective Interest Method

The effective interest method is a method of calculating the amortised cost of a financial asset (or financial liability) and of allocating interest income (or expense) over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts (or cash payments) over the expected life of the financial asset (or financial liability), or where appropriate a shorter period. Income is recognised on an effective interest rate basis except for financial assets 'at fair value through profit or loss'.

Loans and Receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. They are included in current assets, except for maturities greater than 12 months after the balance sheet date, which would be classified as non-current assets. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate.

Impairment of Financial Assets

Financial assets are assessed for impairment at each balance date. If there is objective evidence that an impairment loss has been incurred for loans and receivables the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the asset's original effective interest rate. In these circumstances the carrying amount is reduced by way of an allowance account and the loss is recognised in the income statement.

1.13 Financial Liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities. Financial liabilities are recognised and derecognised upon 'trade date'.

Other Financial Liabilities

Other financial liabilities, including borrowings are initially measured at fair value, net of transaction costs. They are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis (refer to Note 1.12).

Supplier and Other Payables

Supplier and other payables are recognised at amortised cost. Liabilities are recognised to the extent that goods or services have been received, irrespective of having been invoiced.

1.14 Contingent Liabilities and Contingent Assets

Contingent liabilities and contingent assets are not recognised in the Balance Sheet, but are reported in the relevant schedules and notes. They may arise from uncertainty as to the existence of a liability or asset, or represent an asset or liability in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable, but not virtually certain and contingent liabilities are recognised when settlement is greater than remote.

1.15 Acquisition of Assets

Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken. Financial assets are initially measured at their fair value plus transaction costs where appropriate.

Assets acquired at no cost or for nominal consideration are initially recognised as assets and revenues at their fair value at the date of acquisition, unless acquired as a consequence of restructuring of administrative arrangements. In the latter case, assets are initially recognised as contributions by owners at the amounts at which they were recognised in the transferor's accounts immediately prior to restructuring.

1.16 Property, Plant and Equipment

Asset Recognition Threshold

Purchases of property, plant and equipment are recognised initially at cost in the balance sheet, except for purchases costing less than \$1,500 (GST exclusive), which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total). The purchase of library material regardless of the amount, other than serials, is capitalised as part of the National Collection.

Revaluations

Fair values for each class of assets are determined as shown in the following table.

Asset Class	Fair value measured at:
Land	Land upon which the National Library building stands: highest and best use with recognition of the restrictive zoning within the Parliamentary Triangle and the inability of the asset to be disposed due to legislation or Government policy. Other land: market selling price.
Building	Depreciated replacement cost recognising that the National Library building is a special purpose heritage building. Reproduction costs for the Library's Repository.
Leasehold improvements	Depreciated replacement cost.
Plant and equipment	Where there is an identifiable recognised market – Current market price and where there is no identifiable recognised market (i.e. specialised assets) – Depreciated replacement cost.
National Collection	Depreciated replacement cost and market buying value.

Following initial recognition at cost, property, plant and equipment and the National Collection are carried at fair values less accumulated depreciation and accumulated impairment losses. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets do not differ materially with the assets' fair value as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reverses a previous revaluation decrement of the same asset class that was previously recognised through the operating result. Revaluation decrements for a class of assets are recognised through the operating result except to the extent that they reverse a previous revaluation increment for that class. Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.

Depreciation and Amortisation

Depreciable property, plant and equipment are written-off to the estimated residual values over their estimated useful lives to the Library, using in all cases the straight-line method of depreciation. Leasehold improvements are amortised on a straight-line basis over the lesser of the estimated useful life of the improvements or the unexpired period of the lease.

Depreciation/amortisation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation and amortisation rates applying to each class of depreciable asset are based on the following useful lives:

	2008	2007
Building and building improvements	10 to 200 years	10 to 200 years
Leasehold improvements	Lease term	Lease term
Plant and equipment	1 to 25 years	1 to 25 years
National Collection – general collection	50 years	50 years
National Collection other than the general collection	20 to 825 years	20 to 825 years

Impairment

All assets were assessed for impairment at 30 June 2008. Where indications of impairment exist, the recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows and the asset would be replaced if the Library were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

1.17 Intangibles

The Library's intangibles comprise purchased software and internally developed software for internal use. The threshold for the recognition of software assets is \$2,000 (GST exclusive). These assets are carried at cost less accumulated amortisation and accumulated impairment loss.

Software is amortised on a straight-line basis over its anticipated useful life. The useful lives of the Library's software ranges between 2 and 10 years (2006-07: 2 to 10 years).

All software assets were assessed for indications of impairment as at 30 June 2008.

1.18 Inventories

Inventories held for sale are valued at the lower of cost and net realisable value. Inventories held for distribution are valued at cost, adjusted for any loss of service potential.

Costs incurred in bringing each item of inventory to its present location and condition are assigned as follows:

- stores – purchase cost on a first-in-first-out basis; and
- finished goods and work-in-progress – cost of direct materials and labour plus attributable costs that are capable of being allocated on a reasonable basis.

Inventories acquired at no cost or nominal consideration are initially measured at current replacement cost as at the date of acquisition.

1.19 Taxation

The Library is exempt from all forms of taxation except fringe benefits tax and the goods and services tax (GST).

Revenues, expenses and assets are recognised net of GST:

- except where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- except for receivables and payables.

1.20 Foreign Currency

Transactions denominated in a foreign currency are converted at the rate of exchange at the date of the transaction. Foreign currency receivables and payables are translated at the exchange rates current as at the balance date. Associated currency gains or losses are not material.

1.21 Restricted Assets

The Library controls the following assets that have restrictions on the manner in which the assets can be deployed:

- the National Library building and the land upon which it stands, Note 5A refers; and
- moneys held in trust funds which represent donations and bequests, which are subject to limitations as to the purpose for which they may be applied, Note 18 refers.

	Consolidated		NLA	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Note 2: Income				
<i>Revenue</i>				
<u>Note 2A – Revenue from Government</u>				
Appropriations for departmental outputs	<u>58,285</u>	58,318	<u>58,285</u>	58,318
Total revenues from government	<u>58,285</u>	<u>58,318</u>	<u>58,285</u>	<u>58,318</u>
<u>Note 2B – Sale of goods and rendering of services</u>				
Provision of goods to - related entities	15	22	15	22
Provision of goods to - external parties	1,437	1,196	1,353	1,125
Rendering of services to - related entities	778	829	778	829
Rendering of services to - external parties	<u>5,796</u>	5,614	<u>6,217</u>	5,620
Total sales of goods and rendering of services	<u>8,026</u>	<u>7,661</u>	<u>8,363</u>	<u>7,596</u>
<u>Note 2C – Interest</u>				
Deposits	<u>3,601</u>	2,464	<u>3,333</u>	2,333
Total interest	<u>3,601</u>	<u>2,464</u>	<u>3,333</u>	<u>2,333</u>
<u>Note 2D – Royalties</u>				
Other	<u>360</u>	364	<u>343</u>	359
Total royalties	<u>360</u>	<u>364</u>	<u>343</u>	<u>359</u>
<u>Note 2E – Other revenue</u>				
Resources received free of charge	2,678	2,249	2,678	2,249
Grants and other non-reciprocal payments by other entities	830	1,524	580	1,524
Donations	1,311	1,599	-	-
Other revenue	<u>91</u>	37	<u>215</u>	48
Total other revenue	<u>4,910</u>	<u>5,409</u>	<u>3,473</u>	<u>3,821</u>
<i>Gains</i>				
<u>Note 2F – Sale of assets</u>				
Infrastructure, plant and equipment				
Proceeds from sale	-	208	-	208
Carrying value of assets sold	-	(31)	-	(31)
Selling expense	-	-	-	-
Net gain from sale of assets	<u>-</u>	<u>177</u>	<u>-</u>	<u>177</u>

	Consolidated		NLA	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000

Note 2G – Other gains

Sale of plant and equipment under the capitalisation threshold - proceeds

	<u>14</u>	<u>7</u>	<u>14</u>	<u>7</u>
Total other gains	<u>14</u>	<u>7</u>	<u>14</u>	<u>7</u>

Note 3: Expenses

Note 3A - Employee benefits

Wages and salaries	25,615	23,980	25,615	23,980
Superannuation:				
Defined contribution plans	828	479	828	479
Defined benefit plans	3,886	3,816	3,886	3,816
Leave and other entitlements	2,888	3,142	2,888	3,142
Separation and redundancies	226	-	226	-
Other employee benefits	<u>238</u>	<u>245</u>	<u>238</u>	<u>245</u>
Total employee benefits	<u>33,681</u>	<u>31,662</u>	<u>33,681</u>	<u>31,662</u>

Note 3B - Suppliers

Provision of goods - related entities	-	3	-	3
Provision of goods - external parties	5,016	4,549	4,935	4,495
Rendering of services - related entities	1,442	1,606	1,442	1,606
Rendering of services - external parties	10,643	9,701	10,632	9,619
Operating lease rentals: Minimum lease payments	793	893	793	893
Workers compensation premiums	<u>357</u>	<u>459</u>	<u>357</u>	<u>459</u>
Total supplier expenses	<u>18,251</u>	<u>17,211</u>	<u>18,159</u>	<u>17,075</u>

Note 3C - Grants

The Library makes grants to support Australian community organisations to preserve significant documentary heritage collections. Grants to individuals are provided to scholars and writers to work on materials held in the National Collection.

Private sector:

Non-profit organisations	428	391	428	391
Individuals	<u>116</u>	<u>74</u>	<u>62</u>	<u>36</u>
Total grants	<u>544</u>	<u>465</u>	<u>490</u>	<u>427</u>

	Consolidated		NLA	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Note 3D - Depreciation and amortisation				
Depreciation:				
Plant and equipment	1,693	1,970	1,693	1,970
Heritage and cultural assets	11,751	11,569	11,751	11,569
Buildings	3,952	3,418	3,952	3,418
Total depreciation	17,396	16,957	17,396	16,957
Amortisation:				
Leasehold improvements	10	12	10	12
Assets held under finance leases	69	93	69	93
Intangibles:				
Computer software	1,178	1,288	1,178	1,288
Total amortisation	1,257	1,393	1,257	1,393
Total depreciation and amortisation	18,653	18,350	18,653	18,350

Depreciation expenses are lower by \$56,167 (2006-07: \$119,513 lower) and amortisation expenses are lower by \$8,632 (2006-07: \$9,770 lower) than they would have been as a result of a reassessment of the useful lives of plant and equipment and software.

Note 3E – Finance costs

Finance leases	4	16	4	16
Total finance costs	4	16	4	16

Note 3F - Write-down and impairment of assets

Asset write-downs from:				
Inventory	185	247	184	231
Bad and doubtful debts expense -				
Receivables for goods and services	1	4	1	4
Write-offs - Plant and equipment	48	10	48	10
Write-offs - Intangibles - Software	-	65	-	65
Total write-down and impairment of assets	234	326	233	310

Note 3G – Losses from assets sales

Infrastructure, plant and equipment:				
Proceeds from sale	(27)	-	(27)	-
Carrying value of assets sold	53	-	53	-
Selling expense	1	-	1	-
Total loss from asset sales	27	-	27	-

Note 3H – Other expenses

Fringe Benefit Tax (Non-remuneration)	47	52	47	52
Total other expenses	47	52	47	52

	Consolidated		NLA	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Note 4: Financial Assets				
<u>Note 4A – Cash and cash equivalents</u>				
Cash on hand or on deposit	<u>3,971</u>	<u>46,322</u>	<u>2,985</u>	<u>44,799</u>
Total cash and cash equivalents	<u>3,971</u>	<u>46,322</u>	<u>2,985</u>	<u>44,799</u>
<u>Note 4B – Trade and other receivables</u>				
Goods and services	610	428	610	428
Interest receivable	563	379	444	326
Other	10	-	10	-
GST receivable from Australian Taxation Office	559	422	559	422
Total trade and other receivables (gross)	<u>1,742</u>	<u>1,229</u>	<u>1,623</u>	<u>1,176</u>
<i>Less</i> Impairment allowance:				
Goods and services	(5)	(2)	(5)	(2)
Total trade and other receivables (net)	<u>1,737</u>	<u>1,227</u>	<u>1,618</u>	<u>1,174</u>
Receivables are represented by:				
Current	1,737	1,227	1,618	1,174
Non-current	-	-	-	-
Total trade and other receivables (net)	<u>1,737</u>	<u>1,227</u>	<u>1,618</u>	<u>1,174</u>
Receivables are aged as follows:				
Not overdue	1,366	988	1,247	935
Overdue by:				
Less than 30 days	252	233	252	233
30 to 60 days	61	5	61	5
61 to 90 days	62	3	62	3
More than 90 days	1	-	1	-
Total receivables (gross)	<u>1,742</u>	<u>1,229</u>	<u>1,623</u>	<u>1,176</u>
The impairment allowance is as follows:				
Not overdue	-	-	-	-
Overdue by:				
Less than 30 days	-	-	-	-
30 to 60 days	-	-	-	-
61 to 90 days	5	2	5	2
More than 90 days	-	-	-	-
Total impairment allowance	<u>5</u>	<u>2</u>	<u>5</u>	<u>2</u>

Reconciliation of the impairment allowance (consolidated):

Movements in relation to 2008

	Goods and services 2008 \$'000	Other receivables 2008 \$'000	Total 2008 \$'000
Opening balance	(2)	-	(2)
Amounts written off	4	-	4
Amounts recovered and reversed	-	-	-
Increases/decrease recognised in net surplus	(7)	-	(7)
Closing balance	(5)	-	(5)

Movements in relation to 2007

	Goods and services 2007 \$'000	Other receivables 2007 \$'000	Total 2007 \$'000
Opening balance	(2)	-	(2)
Amounts written off	4	-	4
Amounts recovered and reversed	-	-	-
Increases/decrease recognised in net surplus	(4)	-	(4)
Closing balance	(2)	-	(2)

Consolidated		NLA	
2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000

Note 4C – Investments

Fixed term deposit with bank	49,416	1,820	45,613	-
Total investments	49,416	1,820	45,613	-

Other financial assets are expected to be recovered in:

less than 12 months	49,416	1,820	45,613	-
more than 12 months	-	-	-	-
Total investments	49,416	1,820	45,613	-

Note 4D – Other financial assets

Accrued revenues	633	765	880	765
Total other financial assets	633	765	880	765

	Consolidated		NLA	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000

Note 5: Non-Financial Assets

5A - Land and buildings

Land at gross carrying value (at fair value)	12,950	11,350	12,950	11,350
Buildings:				
- work in progress	1,699	5,596	1,699	5,596
- at fair value	155,570	154,930	155,570	154,930
- accumulated depreciation	-	-	-	-
Total buildings and land	170,219	171,876	170,219	171,876
Leasehold improvements				
- fair value	24	34	24	34
- accumulated depreciation	-	-	-	-
Total leasehold improvements	24	34	24	34
Total land and buildings (non-current)	170,243	171,910	170,243	171,910

The National Library building (\$148,780,000) and the land (\$11,350,000) upon which it stands are categorised as restricted assets in accordance with the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*. Restricted assets include those assets, which cannot be redeployed or disposed because of legal or government policy constraints. Specifically, the Library does not have the power to dispose of either the Library building or land upon which it stands.

No indicators of impairment were found for land and buildings.

5B - Infrastructure, plant and equipment

Infrastructure, plant and equipment:				
- gross carrying value (at fair value)	7,754	10,414	7,754	10,414
- accumulated depreciation	(2)	(1,861)	(2)	(1,861)
- accumulated amortisation	(11)	(341)	(11)	(341)
Total infrastructure, plant and equipment	7,741	8,212	7,741	8,212
Heritage and cultural:				
- National Collection (at fair value)	1,499,356	1,488,981	1,499,356	1,488,981
- accumulated depreciation	(23,320)	(11,569)	(23,320)	(11,569)
Total heritage and cultural	1,476,036	1,477,412	1,476,036	1,477,412
Total infrastructure, plant and equipment (non-current)	1,483,777	1,485,624	1,483,777	1,485,624

Plant and equipment under finance leases are subject to revaluation. The carrying amount is included in the valuation figures above.

All revaluations are independent and are conducted in accordance with the revaluation policy stated at Note 1. The effective date for all revaluations was 30 June 2008. The revaluations were conducted by independent valuers from the Australian Valuation Office (land and buildings) and Pickles Valuation Services (plant and equipment).

A revaluation increment of \$1,600,000 for land (2006-07: increment of \$650,000) and a decrement of \$10,425,000 for buildings (2006-07: increment of \$13,333,000) were passed to the asset revaluation reserve by class and included in the equity section of the balance sheet.

Leasehold improvements were revalued, however they were found to be at fair value (2006-07: increment of \$2,000). A revaluation decrement of \$929,000 for plant and equipment (2006-07: Nil) was passed to the revaluation reserve by asset class and included in the equity section of the balance sheet.

No indicators of impairment were found for infrastructure, plant and equipment.

Note 5C – Analysis of property, plant and equipment (Consolidated only, as this is the same as the parent entity)

Table A – Reconciliation of the opening and closing balances of property, plant and equipment (2007-08)

	Land \$'000	Buildings \$'000	Total Land and Buildings \$'000	Other infrastructure, plant and equipment \$'000	Heritage and Cultural \$'000	Total \$'000
As at 1 July 2007						
Gross book value	11,350	160,560	171,910	10,414	1,488,981	1,671,305
Accumulated depreciation / amortisation and impairment	-	-	-	(2,202)	(11,569)	(13,771)
Net book value 1 July 2007	11,350	160,560	171,910	8,212	1,477,412	1,657,534
Additions:						
by purchase or at no cost by finance lease	-	11,162	11,162	2,361	10,375	23,898
Revaluations and impairment through equity	-	-	-	29	-	29
Depreciation / amortisation expense	1,600	(10,425)	(8,825)	(929)	-	(9,754)
Capitalised depreciation	-	(3,962)	(3,962)	(1,762)	(11,751)	(17,475)
Disposals:	-	-	-	(111)	-	(111)
Other disposals	-	(42)	(42)	(59)	-	(101)
Net book value 30 June 2008	12,950	157,293	170,243	7,741	1,476,036	1,654,020
Net book value as of 30 June 2008 represented by:						
Gross book value	12,950	157,293	170,243	7,754	1,499,356	1,677,353
Accumulated depreciation / amortisation and impairment	-	-	-	(13)	(23,320)	(23,333)
	12,950	157,293	170,243	7,741	1,476,036	1,654,020

Capitalised depreciation: Where the use of a non-current asset contributes towards the development of a new non-current asset, the associated depreciation expense is capitalised and forms part of the carrying amount of the new asset. In such situations the capitalised depreciation is excluded from the depreciation charge recognised in the income statement.

Table A – Reconciliation of the opening and closing balances of property, plant and equipment (2006-07)

	Land \$'000	Buildings \$'000	Total Land and Buildings \$'000	Other infrastructure, plant and equipment \$'000	Heritage and Cultural \$'000	Total \$'000
As at 1 July 2006						
Gross book value	10,700	147,135	157,835	8,804	1,481,262	1,647,901
Accumulated depreciation / amortisation and impairment	-	-	-	(248)	-	(248)
Net book value 1 July 2006	10,700	147,135	157,835	8,556	1,481,262	1,647,653
Additions:						
by purchase or at no cost	-	3,522	3,522	1,885	7,719	13,126
by finance lease	-	-	-	-	-	-
Revaluations and impairment through equity	650	13,333	13,983	-	-	13,983
Depreciation expense	-	(3,430)	(3,430)	(2,063)	(11,569)	(17,062)
Capitalised depreciation	-	-	-	(125)	-	(125)
Disposals:						
Other disposals	-	-	-	(41)	-	(41)
Net book value 30 June 2007	11,350	160,560	171,910	8,212	1,477,412	1,657,534
Net book value as of 30 June 2007 represented by:						
Gross book value	11,350	160,560	171,910	10,414	1,488,981	1,671,305
Accumulated depreciation / amortisation and impairment	-	-	-	(2,202)	(11,569)	(13,771)
	11,350	160,560	171,910	8,212	1,477,412	1,657,534

Capitalised depreciation: Where the use of a non-current asset contributes towards the development of a new non-current asset, the associated depreciation expense is capitalised and forms part of the carrying amount of the new asset. In such situations the capitalised depreciation is excluded from the depreciation charge recognised in the income statement.

Consolidated		NLA	
2008	2007	2008	2007
\$'000	\$'000	\$'000	\$'000

Note 5D – Intangibles

Computer software at cost:				
Internally developed - in progress	1,323	815	1,323	815
Internally developed - in use	1,632	1,475	1,632	1,475
Computer software – purchased	<u>6,687</u>	<u>6,544</u>	<u>6,687</u>	<u>6,544</u>
Total computer software	<u>9,642</u>	<u>8,834</u>	<u>9,642</u>	<u>8,834</u>
Accumulated amortisation	<u>(4,320)</u>	<u>(3,169)</u>	<u>(4,320)</u>	<u>(3,169)</u>
Total intangibles (non-current)	<u>5,322</u>	<u>5,665</u>	<u>5,322</u>	<u>5,665</u>

No indicators of impairment were found for intangible assets.

Note 5E - Analysis of intangibles (Consolidated only, as this is the same as the parent entity)

Table C – Reconciliation of the opening and closing balances of intangibles (2007-08)

	Computer Software - Purchased \$'000	Computer Software - Internally Developed \$'000	Total \$'000
As at 1 July 2007			
Gross book value	6,544	2,290	8,834
Accumulated amortisation	(2,210)	(959)	(3,169)
Net book value 1 July 2007	4,334	1,331	5,665
Additions:			
by purchase or internally developed	195	665	860
Amortisation expense	(840)	(338)	(1,178)
Capitalised amortisation	(25)	-	(25)
Disposals:			
Other disposals	-	-	-
Net book value 30 June 2008	3,664	1,658	5,322
Net book value as of 30 June 2008 represented by:			
Gross book value	6,687	2,955	9,642
Accumulated depreciation / amortisation and impairment	(3,023)	(1,297)	(4,320)
	3,664	1,658	5,322

Capitalised amortisation: Where the use of a non-current asset contributes towards the development of a new non-current asset, the associated amortisation expense is capitalised and forms part of the carrying amount of the new asset. In such situations the capitalised amortisation is excluded from the amortisation charge recognised in the income statement.

Table C – Reconciliation of the opening and closing balances of intangibles (2006-07)

	Computer Software - Purchased	Computer Software - Internally Developed	Total
	\$'000	\$'000	\$'000
As at 1 July 2006			
Gross book value	6,348	1,849	8,197
Accumulated amortisation	(1,327)	(580)	(1,907)
Net book value 1 July 2006	5,021	1,269	6,290
Additions:			
by purchase or internally developed	222	506	728
Amortisation expense	(909)	(379)	(1,288)
Disposals:			
Other disposals	-	(65)	(65)
Net book value 30 June 2007	4,334	1,331	5,665
Net book value as of 30 June 2007 represented by:			
Gross book value	6,544	2,290	8,834
Accumulated depreciation / amortisation and impairment	(2,210)	(959)	(3,169)
	4,334	1,331	5,665

	Consolidated		NLA	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000

Note 5F – Inventories

Inventories held for sale				
Work in progress	173	172	167	143
Finished goods	<u>1,289</u>	<u>1,206</u>	<u>1,125</u>	<u>1,029</u>
Total inventories held for sale	<u>1,462</u>	<u>1,378</u>	<u>1,292</u>	<u>1,172</u>
Inventories held for distribution				
Work in progress	21	12	21	12
Finished goods	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>
Total inventories held for distribution	<u>39</u>	<u>30</u>	<u>39</u>	<u>30</u>
Total inventories	<u>1,501</u>	<u>1,408</u>	<u>1,331</u>	<u>1,202</u>

Inventories are categorised as follows:

Current	679	530	634	464
Non-current	<u>822</u>	<u>878</u>	<u>697</u>	<u>738</u>
	<u>1,501</u>	<u>1,408</u>	<u>1,331</u>	<u>1,202</u>

During 2007-08 \$893,621 (2006-07: \$720,795) of inventory held for sale was recognised as an expense upon sale and \$259,959 (2006-07: \$243,703) of inventory held for distribution was recognised as an expense upon use. No items of inventory are recognised at fair value less cost to sell.

Note 5G - Other Non-Financial Assets

Prepayments	<u>1,816</u>	<u>1,880</u>	<u>1,816</u>	<u>1,880</u>
Total other non-financial assets	<u>1,816</u>	<u>1,880</u>	<u>1,816</u>	<u>1,880</u>

All other non-financial assets are current and no indicators of impairment were found for other non-financial assets.

Note 6: Payables

Note 6A – Suppliers

Trade creditors	2,653	2,302	2,653	2,302
Operating lease rentals	<u>2</u>	<u>3</u>	<u>2</u>	<u>3</u>
Total supplier payables	<u>2,655</u>	<u>2,305</u>	<u>2,655</u>	<u>2,305</u>

All supplier payables are current and settlement is usually made net 30 days.

	Consolidated		NLA	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000

Note 6B – Grant payables

Individuals	<u>31</u>	<u>38</u>	<u>31</u>	<u>28</u>
Total grant payables	<u>31</u>	<u>38</u>	<u>31</u>	<u>28</u>

All grants payables are current.

The grant liability is recognised because grant recipients have met the conditions of the grants but are yet to be paid.

Note 6C – Other Payables

Prepaid income	<u>123</u>	<u>210</u>	<u>123</u>	<u>210</u>
Other (accrued expenses)	<u>2,775</u>	<u>2,365</u>	<u>2,774</u>	<u>2,365</u>
Total other payables	<u>2,898</u>	<u>2,575</u>	<u>2,897</u>	<u>2,575</u>

All other payables are current.

Note 7: Interest Bearing LiabilitiesNote 7 – Leases

Finance Leases	<u>17</u>	<u>71</u>	<u>17</u>	<u>71</u>
Total finance leases	<u>17</u>	<u>71</u>	<u>17</u>	<u>71</u>

Payable:

Within one year

Minimum lease payments	<u>18</u>	<u>74</u>	<u>18</u>	<u>74</u>
Deduct: future finance charges	<u>(1)</u>	<u>(3)</u>	<u>(1)</u>	<u>(3)</u>

Finance lease recognised on the balance sheet

	<u>17</u>	<u>71</u>	<u>17</u>	<u>71</u>
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Finance leases exist in relation to photocopiers and facsimile machines. The lease is non-cancellable and for a fixed term of one year commencing February 2008. The Library does not guarantee the residual value of these leased assets and there are no contingent rentals. The interest rate implicit in the lease is 12% (2006-07: 13%).

Note 8: ProvisionsNote 8 – Employee provisions

Salaries and wages	<u>694</u>	<u>595</u>	<u>694</u>	<u>595</u>
Leave	<u>9,688</u>	<u>9,951</u>	<u>9,688</u>	<u>9,951</u>
Superannuation	<u>64</u>	<u>35</u>	<u>64</u>	<u>35</u>
Separations and redundancies	<u>222</u>	<u>-</u>	<u>222</u>	<u>-</u>
Total employee provisions	<u>10,668</u>	<u>10,581</u>	<u>10,668</u>	<u>10,581</u>

	Consolidated		NLA	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Employee provisions are represented by:				
Current	8,751	8,437	8,751	8,437
Non-current	1,917	2,144	1,917	2,144
Total employee provisions	<u>10,668</u>	<u>10,581</u>	<u>10,668</u>	<u>10,581</u>

The classification of current employee provisions includes amounts for which there is not an unconditional right to defer settlement by one year, hence in the case of employee provisions the above classification does not represent the amount expected to be settled within one year of the reporting date. Employee provisions expected to be settled in 12 months from the reporting date are \$3,866,000 (2006-07: \$4,029,000).

Consolidated		NLA	
2008	2007	2008	2007
\$'000	\$'000	\$'000	\$'000

Note 9: Cash Flow Reconciliation**Reconciliation of cash and cash equivalents as per Balance Sheet to the Cash Flow Statement****Report cash and cash equivalents as per:**

Cash flow statement	3,971	46,322	2,985	44,799
Balance sheet	3,971	46,322	2,985	44,799
Difference	-	-	-	-

Reconciliation of operating result to net cash from operating activities:

Operating result	3,755	6,318	2,517	4,719
Depreciation / amortisation	18,653	18,350	18,653	18,350
Loss/ (Gain) on disposal of assets	74	(102)	74	(102)
Resources received free of charge	(2,678)	(2,249)	(2,678)	(2,249)
Notional expenditure	1,474	958	1,475	958
(Increase) / decrease in net receivables	(378)	(106)	(559)	(59)
(Increase) / decrease in inventories	(93)	(107)	(129)	(63)
(Increase) / decrease in prepayments	64	(27)	64	(27)
Increase / (decrease) in employee provisions	87	(64)	87	(64)
Increase / (decrease) in supplier payables	350	(24)	350	(24)
Increase / (decrease) in prepayments received	(87)	30	(87)	30
Increase / (decrease) in grant payables	(7)	31	3	21
Increase / (decrease) in accrued expenses	410	1,194	409	1,194
Net cash from / (used by) operating activities	21,624	24,202	20,179	22,684

Non-cash financing and investing activities

Leased assets	29	-	29	-
National Collection material received free of charge	1,340	1,416	1,340	1,416
Total Non-Cash Financing and Investing	1,369	1,416	1,369	1,416

Note 10: Contingent Liabilities and Assets**Quantifiable Contingencies**

The Schedule of Contingencies in the financial report shows a contingent liability of \$8,000 (2006-07: \$8,000) as at 30 June 2008, which represents a bank guarantee associated with the completion of offsite works for the construction of the Library's new Repository.

The Schedule of Contingencies in the financial report shows a contingent asset of \$5,000 (2006-07: \$5,000) as at 30 June 2008 and this represents a recovery of an overpayment from a former member of staff.

Unquantifiable Contingencies

As at 30 June 2008, the Library had received a claim for loss and damage from an unsuccessful tenderer. The Library will deny liability and will defend the claim. The quantum of the claim is not specified in the pleadings and the Library considers that it can successfully defend the claim.

Note 11: Remuneration of Council Members

	2008	2007
The number of Council members whose total remuneration was within the following bands as follows:		
\$Nil - \$14,999	10	12
\$15,000 - \$29,999	2	3
Total number of Council members	12	15

Total remuneration received or due and receivable by the Council members of the Library	\$123,466	\$123,466
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Parliamentary members of Council do not receive any remuneration from the Library for their service on Council. The above disclosure excludes the Director-General, who is an executive member of the Council and whose remuneration is disclosed in Note 13. These payments are determined by the Remuneration Tribunal and paid in accordance with Sections 13 and 17A of the *National Library Act 1960*.

Note 12: Related Party Disclosures

National Library Council

Members of the Council during the year were:

- J. Gobbo (Chairman)
- F. Ryan (Deputy Chair)
- D. Borthwick from 15 May 2008
- M. Ferguson to 4 December 2007
- J. Hay
- G. Lewis
- B. Long
- D. Melham from 13 May 2008
- K. McCann
- J. McDonald
- P. Scott to 11 December 2007
- D. Thomas
- R. Trood
- J. Fullerton (Director-General and Executive member of Council)

The aggregate remuneration of Council members is disclosed in Note 11.

Transactions with Council members or Council member related entities

No members of the Council have, since the end of the previous financial year, received or become entitled to receive a benefit (other than a benefit included in the aggregate amount of remuneration received or due and receivable by Council members shown in the financial statements) by reason of a contract made by the National Library with the Council member or an entity in which she/he has a substantial financial interest.

Controlled Entities – Library Trust Accounts

The Library provides administrative support services to the Library's trust accounts during the year free of charge. The activities funded by the trust accounts support the functions of the Library.

Note 13: Executive Remuneration

	Consolidated		NLA	
	2008	2007	2008	2007
\$130,000 - \$144,999	1	-	1	-
\$145,000 - \$159,999	-	-	-	-
\$160,000 - \$174,999	3	2	3	2
\$175,000 - \$189,999	-	2	-	2
\$190,000 - \$204,999	-	1	-	1
\$205,000 - \$219,999	1	3	1	3
\$220,000 - \$234,999	2	-	2	-
\$235,000 - \$249,999	1	-	1	-
\$265,000 - \$279,999	-	1	-	1
\$310,000 - \$329,999	1	-	1	-
	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>

The number of senior executives who received or were due to receive total remuneration of \$130,000 or more and including the Director-General:

	\$	\$	\$	\$
The aggregate amount of total remuneration of senior executives shown above.	<u>1,876,462</u>	<u>1,814,411</u>	<u>1,876,462</u>	<u>1,814,411</u>

The aggregate amount of separation and redundancy / termination payments during the year to senior executives shown above.

	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
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Note 14: Remuneration of Auditors

Remuneration to the Auditor-General for auditing the financial statements for the reporting period.

	\$	\$	\$	\$
The fair value of services provided was:	<u>70,570</u>	<u>70,570</u>	<u>70,570</u>	<u>70,570</u>

No other services were provided by the Auditor-General.

	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000

Note 15: Financial Instruments

Note 15A – Categories of financial instruments

Financial Assets

Loans and receivables

Cash on hand or deposit	3,971	46,322	2,985	44,799
Receivables for goods and services	610	428	610	428
Interest receivable	563	379	444	326
Fixed Term Deposit with Bank	49,416	1,820	45,613	-
Accrued revenue	633	765	880	765
Carrying amount of financial assets	55,193	49,714	50,532	46,318

Financial liabilities

Other Financial Liabilities

Finance lease liabilities	18	74	18	74
Supplier payables	2,655	2,305	2,655	2,305
Grants payable	31	38	31	28
Accrued expenses	2,775	2,365	2,774	2,365
Carrying amount of financial liabilities	5,479	4,782	5,478	4,772

Note 15B – Net income and expense from financial assets

Loans and receivables

Interest revenue	3,601	2,464	3,333	2,333
Net gain/(loss) loans and receivables	3,601	2,464	3,333	2,333
Net gain/(loss) from financial assets	3,601	2,464	3,333	2,333

Note 15C – Net income and expense from financial liabilities

Financial liabilities - at amortised cost

Interest expense	(4)	(16)	(4)	(16)
Net gain/(loss) financial liabilities at amortised cost	(4)	(16)	(4)	(16)
Net gain/(loss) from financial liabilities	(4)	(16)	(4)	(16)

Note 15D – Fair values of financial instruments

The net fair value of each class of the Library's financial assets and liabilities equal the carrying amount for both current and preceding reporting periods.

Financial assets

The net fair values of cash, deposits on call, interest bearing deposits and non-interest-bearing monetary financial assets approximate their carrying amounts. None of the classes of financial assets are readily traded on organised markets in standardised form.

Financial liabilities

The net fair value for finance lease liabilities are based on discounted cash flows using current interest rates for liabilities with similar risk profiles.

The net fair values for trade creditors and grant liabilities, which are short term in nature, are approximated by their carrying amounts. None of the classes of financial liabilities are readily traded on organised markets in standardised form.

Note 15E - Credit risk

The Library is exposed to minimal credit risk as the majority of loans and receivables are cash. The maximum exposure to credit risk is the risk that arises from potential default of a debtor. This amount is equal to the total amount of trade receivables and accrued revenue (2007-08: \$1,243,000 and 2006-07: \$1,193,000). The Library has assessed the risk of default on payment and has allocated \$5,000 in 2007-08 (2006-07: \$2,000) to an impairment account.

The Library manages its credit risks by limiting the provision to credit to qualifying organisations. In addition, the Library has policies and procedures in place to guide and monitor the recovery of overdue debt.

The Library holds no collateral to mitigate against credit risk.

Credit risk of financial instruments (consolidated only) not past due or individually determined as impaired:

	Not past due nor impaired 2008	Not past due nor impaired 2007	Past due or impaired 2008	Past due or impaired 2007
	\$'000	\$'000	\$'000	\$'000
Cash on hand or deposit	3,971	46,322	-	-
Receivables for goods and services	244	187	377	241
Interest receivable	563	379	-	-
Fixed Term Deposit with Bank	49,416	1,820	-	-
Accrued revenue	633	765	-	-
Total	54,827	49,473	377	241

Ageing of financial assets that are past due but not impaired for 2008

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Receivables for goods and services	252	61	63	1	377
Total	252	61	63	1	377

Ageing of financial assets that are past due but not impaired for 2007

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Receivables for goods and services	233	5	3	-	241
Total	233	5	3	-	241

Note 15F – Liquidity risk

The Library's financial liabilities are payables and a single financial lease. The exposure to liquidity risk is the risk that the Library will encounter difficulties in meeting obligations

associated with financial liabilities. The Library has a minimal exposure to liquidity risk due to: appropriation funding; available funding mechanisms (e.g. Advance to the Minister of Finance); and internal policies and procedures that have been put into place to ensure that there are appropriate resources to meet its financial obligations.

Note 15G - Market risk

The Library holds basic financial instruments that do not expose it to certain market risks. The Library is exposed to minimal 'currency risk' and is not exposed to 'other price risk'.

Interest Rate Risk

The only interest-bearing item on the balance sheet is the finance lease. The lease bears interest at a fixed rate and will not fluctuate due to changes in the market rate.

Note 16: Appropriations

Table A: Acquittal of Authority to Draw Cash from the Consolidated Revenue Fund for Ordinary Annual Services Appropriations

Particulars	Departmental Outputs		Total	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Balance carried from previous period (Appropriation Acts)	-	-	-	-
Appropriation Act:	-	-	-	-
Appropriation Act (No.1) 2007-08	58,578	59,227	58,578	59,227
Appropriation Act (No.3) 2007-08	-	(909)	-	(909)
Appropriation Act (No.5) 2007-08	-	-	-	-
Other annual appropriation acts	-	-	-	-
Reductions of appropriations (Appropriation Act section 9)	(293)	-	(293)	-
Total appropriation available for payments	58,285	58,318	58,285	58,318
Cash payments made during the year (GST inclusive)	(58,285)	(58,318)	(58,285)	(58,318)
Appropriations credited to Special Accounts (excluding GST)	-	-	-	-
Balance of Authority to Draw Cash from the Consolidated Revenue Fund for Ordinary Annual Services Appropriations	-	-	-	-

Departmental appropriations do not lapse at financial year end. However, the responsible Minister may decide that part or all of a departmental appropriation is not required and request the Finance Minister to reduce that appropriation. The reduction in the appropriation is effected by the Finance Minister's determination and is disallowable by Parliament. On 24 June 2008, the Finance Minister determined a reduction in departmental outputs appropriation following a request by the Minister for the Environment, Heritage and the Arts and the Minister for Climate Change and Water. The amount under Appropriation Act (No. 1) 2007-08 was \$293,000.

Table B: Acquittal of Authority to Draw Cash from the Consolidated Revenue Fund for Other than Ordinary Annual Services Appropriations.

Particulars	Non-operating		Total	
	Equity		2008 \$'000	2007 \$'000
	2008 \$'000	2007 \$'000		
Balance carried from previous period (Appropriation Acts)	-	-	-	-
Appropriation Act:	-	-	-	-
Appropriation Act (No.2) 2007-08	7,095	4,978	7,095	4,978
Appropriation Act (No.4) 2007-08	-	-	-	-
Appropriation Act (No.6) 2007-08	-	-	-	-
Other annual appropriation acts	-	-	-	-
Reductions of appropriations (Appropriation Act section 11)	-	-	-	-
Total appropriation available for payments	7,095	4,978	7,095	4,978
Cash payments made during the year (GST inclusive)	(7,095)	(4,978)	(7,095)	(4,978)
Appropriations credited to Special Accounts (GST exclusive)	-	-	-	-
Balance of Authority to Draw Cash from the Consolidated Revenue Fund for Other Than Ordinary Annual Services Appropriations	-	-	-	-

Note 17: Compensation and Debt Relief

The National Library has not made (2006-07: Nil) or provided for any provisions in relation to compensation and debt relief, including either act of grace payments; waivers of debt owed to the Library; payments made under the Compensation for Detriment caused by Defective Administration; payments approved under ex-gratia programs or payments made under special circumstances relating to APS employment pursuant to section 73 of the *Public Service Act 1999*.

Note 18: Trust Money Controlled by the Library

The Library operates a number of trust funds to account for donations and income from the application of donated funds. These funds are restricted assets; operate under formal trust arrangements; are only able to be used in accordance with the terms of trusts, which are for the purposes of the Library; and these moneys are also recognised in the primary financial statements. The following is a brief comment on each fund currently in operation:

2008	2007
\$'000	\$'000

- (a) The Morris West Trust Fund was funded by the author Morris West. The fund is used for the publication of material owned by the Library.

Balance carried forward from previous year	345	358
Receipts during the year	79	77
Interest received	17	13
Available for payments	<u>441</u>	448
Payments made	<u>(94)</u>	(103)
<i>Balance carried forward to next year</i>	<u><u>347</u></u>	<u><u>345</u></u>

- (b) The General Trust Fund comprises donations received for general purposes or where no purpose is specified by the donor.

Balance carried forward from previous year	1,087	967
Receipts during the year	1,514	137
Interest received	87	39
Available for payments	<u>2,688</u>	1,143
Payments made	<u>(120)</u>	(56)
<i>Balance carried forward to next year</i>	<u><u>2,568</u></u>	<u><u>1,087</u></u>

- (c) The Kenneth Baillieu Myer Trust is a bequest from the late Kenneth Baillieu Myer for the purposes of the Kenneth Myer Annual Oration as held by the Library and for such other purpose as may be considered appropriate by the Director-General.

	2008 \$'000	2007 \$'000
Balance carried forward from previous year	34	55
Receipts during the year	-	-
Interest received	1	2
Available for payments	35	57
Payments made	(11)	(23)
Balance carried forward to next year	24	34

- (d) The E.A. & V.I. Crome Trust is a bequest by the late E.A. Crome for the maintenance of and addition to the E.A. & V.I. Crome collection.

Balance carried forward from previous year	157	151
Receipts during the year	-	-
Interest received	8	6
Available for payments	165	157
Payments made	(6)	-
Balance carried forward to next year	159	157

- (e) The Acquisition Trust Fund comprises donations received specifically for the acquisition of library material.

Balance carried forward from previous year	90	73
Receipts during the year	1	14
Interest received	6	3
Available for payments	97	90
Payments made	-	-
Balance carried forward to next year	97	90

- (f) The H.S. Williams Trust is a bequest from the late Harold S. Williams for the maintenance of and addition to the H.S. Williams collection.

Balance carried forward from previous year	223	208
Receipts during the year	69	72
Interest received	14	8
Available for payments	306	288
Payments made	(64)	(65)
Balance carried forward to next year	242	223

- (g) The Dame Mary Gilmore Trust is a bequest from the late Dame Mary Gilmore for the maintenance, preservation and protection of the Dame Mary Gilmore diaries.

Balance carried forward from previous year	12	12
Receipts during the year	-	-
Interest received	1	-
Available for payments	13	12
Payments made	-	-
Balance carried forward to next year	13	12

	2008 \$'000	2007 \$'000
(h) The Nora Heysen Trust Account is a specific bequest from the late Nora Heysen for the provision of scholarships for the study of aspects of the art of Hans Heysen or his contribution to the artistic culture of Australia; or to further the study of the art of Hans Heysen; or to promote and perpetuate the standing of Hans Heysen.		
Balance carried forward from previous year	259	-
Receipts during the year	-	250
Interest received	17	9
Available for payments	<u>276</u>	<u>259</u>
Payments made	<u>(44)</u>	<u>-</u>
Balance carried forward to next year	<u>232</u>	<u>259</u>
(i) The Ray Mathew and Eva Kollsman Trust is a bequest from the late Eva Kollsman to encourage Australian writers to work on or with the National Collection; for the acquisition and indexing of the works and papers of Australian writers as part of the National Collection; or to promote Australian writing through publications, exhibitions and public events.		
Balance carried forward from previous year	1,134	-
Receipts during the year	-	1,131
Interest received	51	3
Available for payments	<u>1,185</u>	<u>1,134</u>
Payments made	<u>(80)</u>	<u>-</u>
Balance carried forward to next year	<u>1,105</u>	<u>1,134</u>

Note 19: Reporting of Outcomes

Output cost attribution: The full cost of the individual outputs is determined through the identification of both direct costs and an appropriate amount for common costs (i.e. support costs). Common costs such as building services, payroll processing, accounting and information technology are attributed on the basis of relevant cost drivers. These cost drivers provide an appropriate basis for attributing common costs, for example costs associated with providing building services are attributed on the basis of the floor space occupied and financial transaction processing costs are attributed on the basis of the number of transactions processed for an individual output.

Note 19A – Net Cost of outcome delivery (Consolidated)

	Outcome 1		Total	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000
Expenses				
Administered	-	-	-	-
Departmental	71,441	68,082	71,441	68,082
Total expenses	71,441	68,082	71,441	68,082
<i>Costs recovered from the provision of goods and services to the non Australian government sector</i>				
Administered	-	-	-	-
Departmental	7,233	6,810	7,233	6,810
Total costs recovered	7,233	6,810	7,233	6,810
Other external revenues				
Administered	-	-	-	-
Departmental				
Sale of goods and services to related entities	793	851	793	851
Interest	3,601	2,464	3,601	2,464
Net gains from disposal of assets	-	177	-	177
Royalties	360	364	360	364
Other	4,924	5,416	4,924	5,416
Total other external revenues	9,678	9,272	9,678	9,272
Net cost/(contribution) of outcome	54,530	52,000	54,530	52,000

The Library is structured to meet one outcome:

Outcome 1: Australians have access to a national collection of library material to enhance learning, knowledge creation, enjoyment and understanding of Australian life and society.

The net costs shown include intra-Commonwealth government costs that would be eliminated in calculating the actual Budget outcome.

Note 19B – Major classes of departmental revenue and expenses by output

	Outcome 1						Total	
	Output 1.1		Output 1.2		Output 1.3		2008	2007
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Departmental expenses								
Employees	15,798	14,552	14,074	13,599	3,809	3,511	33,681	31,662
Suppliers	10,184	9,034	6,666	6,767	1,401	1,410	18,251	17,211
Grants	-	-	116	74	428	391	544	465
Depreciation and amortisation	14,499	14,335	3,184	3,189	970	826	18,653	18,350
Write-down of assets	26	44	205	268	3	14	234	326
Net loss from disposal of assets	8	-	19	-	-	-	27	-
Other	22	6	18	42	7	4	47	52
Borrowing cost expense	1	4	3	11	-	1	4	16
Total departmental expenses	40,538	37,975	24,285	23,950	6,618	6,157	71,441	68,082
Funded by:								
Revenues from Government	36,204	36,390	20,047	20,540	2,034	1,388	58,285	58,318
Sale of goods and services	792	700	2,845	2,792	4,389	4,169	8,026	7,661
Interest	2,123	784	1,183	1,452	295	228	3,601	2,464
Royalties	225	240	80	76	55	48	360	364
Net gain from disposal of assets	-	88	-	86	-	3	-	177
Other	4,564	3,490	350	1,417	10	509	4,924	5,416
Total departmental revenues	43,908	41,692	24,505	26,363	6,783	6,345	75,196	74,400

5 Appendices



William Oswald Hodgkinson (1835–1900)

Bulla, Queensland 1861

Page from Album of Miss Eliza Younghusband,
South Australia, 1856–1865

watercolour; 21.8 x 13.4 cm, on sheet 17.8 x 25.4 cm
Pictures Collection, nla.pic-vn4189024-s46

In August, the Library was the successful bidder at the Bonhams and Goodman auction for two drawings that are eyewitness accounts of the Burke and Wills expedition. The drawings *Bulla* and *Koorliatto*—signed by William Hodgkinson, who joined the expedition at Swan Hill—depict a dramatic confrontation between expedition members and Aborigines at the Bulloo River, and the dry and desolate scene of the camp at Koorliatto Creek.

The pictorial documentation of the Burke and Wills expedition has until now consisted of the work of expedition member Ludwig Becker, departure drawings by a range of artists, and later interpretations. The two drawings acquired at auction are the first evidence that there was a second artist on the expedition. Though Hodgkinson lacked Becker's professional skill, his drawings are highly significant. By the time Hodgkinson painted *Bulla*, Becker was near death; thus, of the expedition's surviving eyewitness visual documents, *Bulla* is the latest and northernmost.

Appendix A

The Council of the National Library of Australia and its Committees

The Council

Chair



The Hon. Sir James Gobbo AC, CVO, BA (Hons) (Melb), MA (Oxon), Hon LLD (Monash), Hon LLD (Bologna), DUniv (Catholic), Hon LLD (Melb), Hon FAIV
 Non-executive member, Victoria
 Chairman, Australian Multicultural Foundation
 Chairman, Council for the Order of Australia
 Re-appointed on 27 June 2007 for a third three-year term until 26 June 2010
 Attended six of six meetings

Deputy Chair



Mr Fergus Ryan FICAA, FID, FAIM
 Non-executive member, Victoria
 Non-executive director, Commonwealth Bank of Australia
 Non-executive director, Australian Foundation Investment Company
 Non-executive director, Clayton Utz
 Director, Australia Day Council
 Re-appointed on 25 June 2006 for a three-year term until 24 June 2009
 Re-elected Deputy Chair on 1 June 2007 for a two-year term until 31 May 2009
 Attended six of six meetings

Members



Mr David Borthwick PSM, BEc (Hons) (Monash)
 Non-executive member, Australian Capital Territory Secretary, Department of the Environment, Water, Heritage and the Arts
 Ex-officio member, Bureau of Meteorology Advisory Board
 Commissioner, Murray-Darling Basin Commission
 Appointed 15 May 2008 for a three-year term until 14 May 2011
 Attended one of one eligible meeting



Mr Martin Ferguson AM, MP, BEc (Hons) (Syd)

Non-executive member, Victoria

Federal Member for Batman and Shadow Minister for Transport,
Roads and Tourism

Re-elected by the House of Representatives on 16 August 2005
for a three-year term until 15 August 2008

Appointed Minister for Resources and Energy and Minister for
Tourism from 3 December 2007, resigned from Council on
4 December 2007

Attended one of two eligible meetings



Emeritus Professor John Hay AC, BA (Hons) (WA & Cambridge), MA (Cambridge), PhD (WA), Hon LittD (Deakin), Hon DLitt (WA), HonDUniv (QUT), FACE, FAIM, FAHA, FOA

Non-executive member, Queensland

Vice-Chancellor, University of Queensland (until December 2007)

Chair, Universitas 21

Chair, Australian Learning and Teaching Council

Chair, Board of Trustees, Queensland Art Gallery

Re-appointed on 15 May 2008 for a three-year term until
14 May 2011

Attended five of six meetings



Mr Geoffrey Lewis

Non-executive member, Western Australia

Chief Executive Officer, ASG Group Limited

Appointed on 30 March 2006 for a three-year term until
29 March 2009

Attended three of six meetings



Mr Brian Long AICAA

Non-executive member, New South Wales

Presiding Partner, Board of Partners, Ernst & Young Global Advisory
Council and Oceania Area Advisory Council

Senior Audit Partner, Ernst & Young, Australia

Chairman, United Way Sydney

Re-appointed on 23 June 2006 for a three-year term until
22 June 2009

Attended five of six meetings



Mr Kevin McCann AM, BA, LLB (Hons), LLM (Harvard), FAICD

Non-executive member, New South Wales
 Chairman, Origin Energy Limited
 Chairman, Healthscope Limited
 Chairman, Sydney Harbour Federation Trust
 Lead Independent Director, Macquarie Bank Limited
 Director, BlueScope Steel Limited
 Non-executive member, Takeovers Panel
 Appointed on 15 December 2005 for a three-year term until
 14 December 2008
 Attended four of six meetings



Ms Janet McDonald AO

Non-executive member, New South Wales
 Non-executive member, Advisory Council of Cancer Australia
 Non-executive member, Drug Utilisation Sub-committee of the
 Pharmaceutical Benefits Advisory Committee
 Appointed on 22 March 2007 for a three-year term until
 21 March 2010
 Attended five of six meetings



Mr Daryl Melham MP, BEc, LLB (Sydney)

Non-executive member, New South Wales
 Federal Member for Banks
 Elected by the House of Representatives on 13 May 2008 for
 a three-year term until 12 May 2011
 Attended one of one eligible meeting



Ms Deborah Thomas Dip. Fine Art (Caulfield Institute)

Non-executive member, New South Wales
 Editorial Director, *The Australian Women's Weekly*
 Non-executive member, National Breast and Ovarian
 Cancer Centre
 Non-executive member, Queensland Food, Fibre and
 Agribusiness Council
 Appointed on 18 August 2006 for a three-year term until
 17 August 2009
 Attended three of six meetings



Senator Russell Trood LLB (Syd), MSc(Econ) (Wales), PhD (Dalhousie)

Non-executive member, Queensland

Senator for Queensland

Elected by the Senate on 13 June 2007 for a three-year term until 12 June 2010

Attended four of six meetings



Ms Patricia Scott BEc (ANU), MEd (Macquarie)

Non-executive member, Australian Capital Territory

Secretary, Department of Communications, Information Technology and the Arts (until December 2007)

Appointed 9 August 2007 for a three-year term until 8 August 2010

Appointed Secretary, Department of Broadband, Communications and the Digital Economy from 3 December 2007, resigned from Council on 11 December 2007

Attended one of three eligible meetings



Ms Jan Fullerton AO, BA (Qld), Grad DipLib (NSW), FAHA

Director-General and Executive Member of Council
Australian Capital Territory

Re-appointed on 29 June 2007 for a five-year term until 8 August 2012

Attended six of six meetings

Council Meetings

The Council met on six occasions during the year, on the following dates:

- 3 August 2007
- 5 October 2007
- 7 December 2007
- 1 February 2008
- 4 April 2008
- 6 June 2008.

The Audit Committee

Chair

Mr Brian Long

Non-executive member of Council
Appointed Chair of the Committee on
4 August 2006
Attended three of three meetings

Members

Mr Geoffrey Lewis

Non-executive member of Council
Appointed to the Committee on
6 October 2006
Attended one of three meetings

Mr Fergus Ryan

Deputy Chair of Council
Appointed to the Committee on
3 August 2007
Attended three of three meetings

Meetings Attended by Other Council Members

The following Council members also attended Audit Committee meetings during the year:

The Hon. Sir James Gobbo AC, CVO

Chair of Council
Attended three of three meetings

Ms Jan Fullerton AO

Director-General and executive member
of Council
Attended three of three meetings

Mr Kevin McCann AM

Non-executive member of Council
Attended two of three meetings

Terms of Reference

The Audit Committee's terms of reference are to:

- a help the Library and members of the Council of the Library to comply with obligations under the *Commonwealth Authorities and Companies Act 1997*

- b provide a forum for communication between the members of the Council, senior managers of the Library and the Library's internal and external auditors
- c satisfy itself that there is an appropriate ethical climate in the Library and review policies relating to internal controls and management of risks.

Meetings

The Audit Committee met on three occasions during the year, on the following dates:

- 3 August 2007
- 7 December 2007
- 4 April 2008.

The Corporate Governance Committee

Chair

Mr Fergus Ryan

Deputy Chair of Council

Attended one of one meeting

Members

The Hon. Sir James Gobbo AC, CVO

Chair of Council

Attended one of one meeting

Mr Brian Long

Chair of Audit Committee

Attended one of one meeting

Meetings Attended by Other Council

Members

Emeritus Professor John Hay AC

Attended one of one meeting

Ms Janet McDonald AO

Attended one of one meeting

Terms of Reference

The Corporate Governance Committee's terms of reference are to:

- a evaluate the effectiveness of the Council in its role in corporate governance
- b evaluate the performance and remuneration of the Director-General
- c oversight the development of a list of prospective members for appointment to the Library Council, subject to consideration and approval by the Minister.

Meetings

The Corporate Governance Committee met on one occasion during the year, on 6 June 2008.

The committee also considered a range of matters out of session.

Appendix B

The National Library of Australia Development Council

Chair

Mr Kevin McCann AM

National Library of Australia Council

Members

Ms Jan Fullerton AO

National Library of Australia

Ms Jasmine Cameron

National Library of Australia

Ms Helen Kon

National Library of Australia

Ms Doreen Mellor

National Library of Australia

Ms Helen James

The Hon. Ros Kelly AO

Ms Julia King

Ms Janet McDonald AO (from December 2007)

Ms Karen Rush (until August 2007)

Secretariat

Executive Branch

National Library of Australia

Terms of Reference

The Development Council supports the activities of the Library in generating significant off-budget funds for a wide range of purposes, including:

- support for major capital works projects

- collection access projects such as exhibitions, publications and digitisation
- the acquisition of high-value heritage materials and other collection items
- the preservation of collection items.

The Development Council will:

- provide advice on Library fundraising targets
- actively assist in obtaining funds from a variety of sources including the business and philanthropic sectors
- act as a conduit for personal contributions to Library fundraising appeals
- provide assistance and advice on major fundraising campaigns, events and associated activities
- provide assistance and advice on the formation of other fundraising and support groups to further the Library's donor programs.

Appendix C

National Library of Australia Committees

Three committees provide advice to the Library: the Libraries Australia Advisory Committee, the Fellowships Advisory Committee and the Community Heritage Grants Steering Committee.

The Libraries Australia Advisory Committee

Chair

Ms Linda Luther
University of Tasmania

Members

Dr Warwick Cathro (until May 2008)
National Library of Australia

Ms Elizabeth Ellis
State Library of New South Wales

Ms Pamela Gatenby
National Library of Australia

Mr Lindsay Harris
Queen Elizabeth Hospital, South Australia

Ms Anne Horn
Deakin University

Ms Joan Moncrieff
Deakin University

Ms Sherrey Quinn
Libraries Alive! Pty Ltd

Ms Monika Szunejko
State Library of Western Australia

Dr Naida Tattersall (until May 2008)
Gold Coast City Council

Mr Chris Taylor
University of Queensland

Secretariat

Resource Sharing and Innovation
Division
National Library of Australia

Terms of Reference

The Libraries Australia Advisory Committee provides advice on strategic and policy issues affecting the delivery of the Libraries Australia service, the broad direction of service development, and changes occurring in the library community that are likely to affect services.

The Fellowships Advisory Committee

Chair

Emeritus Professor John Hay AC, FAHA
National Library of Australia Council

Members

Professor Graeme Clarke FAHA
Australian Academy of the Humanities

Dr Patricia Clarke OAM
Australian Society of Authors

Ms Jan Fullerton AO, FAHA
National Library of Australia

Emeritus Professor Rod Home
Australian Academy of Science

Professor Joyce Kirk
Australian Library and Information
Association

Professor Pat Jalland FASSA
Australian Academy of the Social Sciences

Associate Professor Joy Hooton
Independent Scholars Association of
Australia

Secretariat

Australian Collections and Reader Services Division
National Library of Australia

Terms of Reference

The Fellowships Advisory Committee's terms of reference are to make recommendations to Council on the award and administration of fellowships and scholarships.

The Community Heritage Grants Steering Committee**Chair**

Ms Jasmine Cameron
National Library of Australia

Members

Ms Liz Anderson (from February 2008)
Department of the Environment, Water, Heritage and the Arts

Mr Adrian Cunningham (from December 2007)
National Archives of Australia

Ms Louise Douglas
National Museum of Australia

Ms Maria Graviias (until December 2007)
Department of the Environment, Water, Heritage and the Arts

Ms Helen Kon
National Library of Australia

Ms Ann Landrigan
National Film and Sound Archive

Ms Erin Stephens (from December 2007)
National Library of Australia

Ms Elizabeth Watt (until July 2007)
National Library of Australia

Secretariat

Public Programs Division
National Library of Australia

Terms of Reference

The Community Heritage Grants Steering Committee provides advice and direction on matters associated with the Community Heritage Grants program, including policy and administration. It also facilitates the exchange of information about the program among the Library and all funding partners.

Appendix D

Freedom of Information Statement

In 2007–2008, the Library received no requests under the Commonwealth *Freedom of Information Act 1982* for access to documents.

Freedom of Information Procedures and Initial Contacts

A request for access to documents in the possession of the Library is subject to the regulatory application fee of \$30.

Applicants seeking access under the *Freedom of Information Act 1982* should forward the \$30 application fee with a written request, providing an address to which responses may be sent, to:

The FOI Coordinator
Accountability and Reform Branch
National Library of Australia
CANBERRA ACT 2600
Email: foi@nla.gov.au

FOI Coordination is available between 9.00am and 4.45pm from Monday to Friday and can be contacted by telephone on (02) 6262 1798 or by fax on (02) 6257 1703. Provided access is approved and the relevant fees have been received, the Library will provide copies of documents requested. Arrangements may be made for examination of documents to which access is granted in that form.

If an applicant is dissatisfied with a decision made under the *Freedom of Information Act 1982* they may apply to the Director-General for an internal review. A request to review a decision is subject to a regulatory application fee of \$40.

If access is approved, the Library will provide such access on receipt of payment for any charges that apply.

Decision-making Powers

Library staff exercise decision-making powers under the *National Library Act 1960*.

Participation in the Formulation of Policy

The Library welcomes comments on its policies from members of the public. In addition to the key supporting policies and documents listed in Appendix E, the Library publishes a wide range of policies on its website, including exposure drafts with a mechanism for online comments and inquiries.

The Library also publishes its Service Charter with advice on how to provide feedback on the Library's services.

Categories of Documents Held

Library documents available for public access include policy statements, catalogues and other indexes associated with the Library's collections of books and other documenting materials. A wide range of technical and general publications produced by the Library is available for purchase. Brochures describing the Library's services are available free of charge. Among other documents held by the Library are minutes, reports and submissions associated with internal and external committees, general correspondence relating to the activities and functions of the organisation, and administrative documents such as management, staffing, finance and personnel records. Many of the publications described are available on the Library's website.

Access to Archival Records

Under Section 40 of the Commonwealth *Archives Act 1983* members of the public may apply to the National Archives of Australia for access to records in the current open period—that is, records that are more than 30 years old and do not fall into one or more categories of exempt records, as listed under Section 33 of the Archives Act. People seeking access to the archival records of the Library should make their requests in the first instance directly to the National Archives of Australia.

Appendix E

Key Supporting Policies and Documents

Information about the Library's functions, objectives, policies and activities can be found in the documents listed below. Most policy documents are available on the Library's website.

Legislation

- *National Library Act 1960*
- National Library Regulations (1994)
- *Commonwealth Authorities and Companies Act 1997*
- Portfolio Budget Statements
- *Public Service Act 1999*

Strategic and Operational Plans

- Directions for 2006–2008
- Balanced Scorecard
- Information Technology Strategic Plan (2007–2010)
- Risk Management Register (2007)
- Heritage Strategy (2005–2008)
- Building Management Plan (2007)

Collection Policies

- Collection Development Policy (2007)

Cataloguing Policies

- Authority Control Policy (2007)
- Cataloguing Policy (2007)

Electronic Resource Policies

- Acceptable Use of Information and Communications Technology (2007)
- Collection Digitisation Policy (2006)

Preservation Policies

- Collection Disaster Plan (2007)
- Collection Preservation Plan (2007)
- Digital Preservation Policy (2008)
- Policy on Participation in Cooperative Microfilming Projects with Other Institutions (2007)
- Policy on Preservation Copying of Collection Materials (2007)
- Preservation Policy (2007)

Service Charter

- Service Charter (2007)
- Policy on Handling Complaints and Other User Feedback (2007)

Reader Services Policies

- Reader Services Policy (2007)

Corporate Services Policies

- *National Library of Australia Collective Agreement 2007–2010*
- Fraud Control Plan (2008–2010)
- Protective Security Policy and Procedures (2006)
- Strategic Workforce Plan (2005) (under review)
- User Charging Policy (2008)

Public Programs Policies

- Events and Education Policy (2008)
- Exhibitions Policy (2007)
- Outward Loan Policy (2007)
- Policy on Sponsorship and Fundraising (2006)
- Publications Policy (2008)
- Travelling Exhibitions Policy (2007)

Appendix F

Consultancy Services

The following table shows consultancy services with an individual value of \$10 000 or more that were engaged in 2007–2008, the nature of the consultancy, its value and the selection process.

Table F.1 Consultancy services engaged, 2007–2008

Consultant	Purpose	Contract value (\$)	Selection process	Justification (see note)
Bendelta	Review of strategic workforce plan	69 500	Select tender	C
Blake Dawson	General legal advice	88 501	Panel	B
DLA Phillips Fox	General legal advice	34 221	Panel	B
DEGW	Design and develop a strategic building master plan	187 000	Select tender	B
Gundabluuey Research	Evaluation of offsite reference services through user satisfaction	54 890	Select tender	C
Gundabluuey Research	Evaluation of the Cataloguing in Publication services through user satisfaction	49 390	Select tender	C
Integrated Space	Architectural, design and drafting services for Lower Ground Level 2 building works	90 041	Select tender	B
Karen Williams Marketing and Publicity	Develop advertising and marketing campaigns for promotion of publications and events	24 498	Direct sourcing	A
Kellogg Brown and Root	Undertake risk management and protective security risk reviews	20 400	Select tender	B
Oxide Interactive	Develop a test plan and undertake usability testing for the Library's metadata harvester project	10 000	Direct sourcing	B

Table F.1 Consultancy services engaged, 2007–2008 (continued)

Consultant	Purpose	Contract value (\$)	Selection process	Justification (see note)
Price Waterhouse Coopers	Review policies relating to the capitalisation of Library collections	35 640	Direct Sourcing	B
Project Computing	Application development for the Australian Newspapers Digitisation Program and other Information Technology advisory services	194 886	Direct sourcing	A
Sara Joynes	Undertake research on and acquisition of Australian collection material in the United Kingdom	19 416	Direct sourcing	B
Stephen Wise and Associates	Audit fire safety compliance and develop a fire safety work plan	28 653	Open tender	B
Tania Cleary	Significance assessment and short-listing of Community Heritage Grants applications	11 873	Open tender	A
WalterTurnbull	Review Corporate Services	53 625	Select tender	C
WalterTurnbull	Internal audit and probity advisor services	76 240	Open tender	A
Wizard Computer Training	Technical advice on a Library business process modelling project	22 708	Select tender	A
Wizard Information Services	Develop an in-house business analysis methodology	32 856	Select tender	B
Total		1 104 338		

The following justifications are the rationales for the decisions to undertake consultancies:

- A—skills currently unavailable within organisation
- B—need for specialised or professional skills
- C—need for independent research or assessment

Values are GST inclusive.

Appendix G

Staffing Overview

With the exception of the Director-General, all Library staff are employed under the Commonwealth *Public Service Act 1999*. Conditions of employment for staff below the Senior Executive Service (SES) level are contained in the *National Library of Australia Collective Agreement 2007–2010*, lodged in July 2007.

At 30 June 2008, the Library had 405 full-time and part-time ongoing staff, 57 full-time and part-time non-ongoing staff and 20 casual staff.

Staff Distribution

Table G.1 Staff distribution by division, 30 June 2008

Division/Area	Ongoing		Non-ongoing			Total 2008	Total 2007
	Full-time	Part-time	Casual	Full-time	Part-time		
Executive Support	5	0	0	2	1	8	9
Collections Management	136	16	8	6	3	169	157
Australian Collections and Reader Services	86	14	5	12	12	129	123
Resource Sharing and Innovation	29	4	0	1	0	34	48
Information Technology	40	1	4	1	0	46	47
Public Programs	25	7	3	9	5	49	50
Corporate Services	41	1	0	4	1	47	44
Total	362	43	20	35	22	482	478

Staff Classification

Table G.2 Ongoing and non-ongoing full and part-time staff by classification and gender, 30 June 2008

Classification	Ongoing				Non-ongoing						Total 2008		Total 2007			
	Full-time		Part-time		Full-time		Part-time		Casual		M	F	M	F		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F		
Statutory office holder	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	1
SES Band 1	3	4	0	0	0	0	0	0	0	0	0	3	4	4	4	4
Executive Level 2	10	18	0	0	0	0	0	0	0	0	0	10	18	11	16	16
Executive Level 1	28	34	0	2	1	1	1	0	0	0	0	30	37	29	32	32
APS 6	23	40	1	12	3	3	0	1	0	0	0	27	56	27	52	52
APS 5	17	40	1	8	1	2	1	4	0	0	0	20	54	12	53	53
APS 4	16	45	0	5	1	4	1	1	1	2	0	19	57	21	48	48
APS 3	13	46	1	6	0	5	0	1	0	1	0	14	59	16	69	69
APS 2	3	18	0	6	4	10	3	9	8	8	0	18	51	21	59	59
Graduate	0	2	0	0	0	0	0	0	0	0	0	0	2	0	1	1
APS 1	1	0	0	1	0	0	0	0	0	0	0	1	1	1	1	1
Total	114	248	3	40	10	25	6	16	9	11	0	142	340	142	336	336
Grand total	362		43		35		22		20		482		478			

Note: Table is based on paid employees. Employees on long-term leave for more than 12 weeks are not included.

Senior Executive Staff Movements

Mr Tony Boston, Assistant Director-General Resource Sharing Division, permanently transferred to the Bureau of Meteorology on 25 March 2008. Following his transfer, revised organisational arrangements were set in train resulting in the number of SES positions being reduced by one.

Equal Employment Opportunity

Table G.3 Staff by equal employment opportunity group and Australian Public Service classification, 30 June 2008

Classification	Male	Female	Total	Indigenous peoples	People with a disability	Culturally and linguistically diverse background
Statutory office holder	0	1	1	0	0	0
SES Band 1	3	4	7	0	0	1
Executive Level 2	10	18	28	1	1	1
Executive Level 1	30	37	67	0	1	15
APS 6	27	56	83	0	2	20
APS 5	20	54	74	1	2	16
APS 4	19	57	76	0	0	15
APS 3	14	59	73	1	5	30
APS 2	18	51	69	0	1	19
Graduate	0	2	2	0	0	0
APS 1	1	1	2	0	1	1
Total	142	340	482	3	13	118

Note: Data for equal employment opportunity groups are based on information voluntarily supplied by individual staff members.

Staff Training

The focus of staff training has been on priority areas identified in the Library's Strategic Workforce Plan, which is discussed in Chapter 2. Achievements against the targets for these strategic training initiatives were monitored through the Balanced Scorecard and the Workforce Planning Committee. They are summarised in Table 6.4.

Table G.4 Strategic training initiatives, 2007–2008

Training initiative	Number of staff trained
Teamwork Skills	118
Occupational Health and Safety for Supervisors	96
Leadership Training	44
Management and Supervision Training	19
Recruitment/Selection	31

The Library's Performance Management System encourages identification of development needs and opportunities through individual performance development plans. Training requests were registered through these plans and staff were offered development opportunities through a range of avenues, including internal and external training providers, on-the-job training, placements and seminars. Training was provided to 462 staff and covered areas such as presentation skills, recruitment, selecting and retaining staff, collection disaster awareness, intermediate Excel, fraud awareness, contracting and tendering, disability awareness, project management and the Library's corporate induction program.

Our commitments under occupational health and safety legislation were met through training in implementing occupational health and safety responsibilities, ergonomic awareness, manual handling, emergency wardens, first aid and health and safety representative roles, and disaster awareness training. Staff received general ergonomic advice and occupational health and safety information at induction, and 16 staff were either newly trained or renewed their qualifications in first aid officer training.

The combined outlay on training and development in 2007–2008 was \$362 877.

Table G.5 Training days, 2007–2008

Classification	Male	Female	Total
Senior Executive Staff	5	11	16
Executive Level 1–2	78	207	285
APS 5–6	107	488	595
APS 1–4	182	485	667
Total	372	1 191	1 563

Appendix H

Donors

The individuals and organisations listed in this appendix made donations to the Library in 2007–2008. Their generosity is gratefully acknowledged.

Substantial Collection Material

Individuals

Ms Robyn Archer AO
 Professor Larissa Behrendt
 Emeritus Professor Charles
 Ruthven Blackburn AC
 Mr Richard Bonyngé AO and Dame Joan
 Sutherland OM, AC, DBE, CBE
 Ms Ainslie Gotto Carson
 The Hon. Fred Chaney AO
 Mr Robert Cotton
 Mr Juan Davila
 Ms Meg Abbie Denton
 Ms Marion Foote
 Ms Mem Fox AM
 Professor Alan Frost FAHA
 Emeritus Professor Ben Gascoigne
 Sir James Gobbo AC, CVO
 Mrs Caroline Grover
 Professor Kevin Hart
 Ms Janet Hawley
 Dr James Hayes
 Mr Donald A. Heidlebaugh
 Mr Nicholas Henderson
 Dr Helen Hewson
 Mr Bruce Howard
 Mr Klaus Hueneke
 Mr Ross Kaires
 Ms Clare Kavunenکو
 Ms Nancy Lutton
 Ms Sandra Macarthur-Onslow
 Mrs Margaret McCredie
 Mr Michael Scott Mitchell
 Ms Barbara Mobbs
 Mr Alan Moir
 Mr James Mollison AO
 Mr Graeme Murphy
 Dr Roslyn Poignant

Mr Geoff Pryor
 The Hon. Margaret Reid AO
 Mr Jon Rhodes
 Ms Diane Romney
 Mrs Barbara Roulston
 Ms Meredith Ryan
 Ms Frances Scanlon
 Mr Peter Sculthorpe AO, OBE, MBE
 Ms Maggie Shepherd AM
 Mr and Mrs J.E. and C.M. Sibley
 Mr Ivan Southall DFC, AM
 Ms Rosemary Spittle
 Mr John Spooner
 Ms Jane Sullivan
 Dr Anne Summers AO
 Ms Sue Taylor
 Mr Alyn Tilleard
 Ms Janet Vernon
 Ms Elizabeth White

Corporate Bodies

Edgley International
 Kraft Foods Ltd
 The Australian Ballet
 The Australian Choreographic Centre
 The Ian Potter Foundation

Foreign Governments or Government Bodies

Government of Canada
 Government of the Republic of Korea
 Municipality of Xi'an,
 People's Republic of China
 State Council, People's Republic of China

Grants and Sponsorships

Grants

Department of Communications,
 Information Technology and the Arts
 Department of the Environment, Water,
 Heritage and the Arts
 National Museum of Australia
 National Archives of Australia
 National Film and Sound Archive

Sponsorships

AAMI
ABC Local Radio
Accor Asia Pacific*
Animal Logic*
Hoyts
News Limited*
Qantas*
SBS*
The Brassey of Canberra*
TransACT*
WIN Television*
Westpac

Sponsors who also supplied goods and/or services to the Library in 2007–2008 are indicated by an asterisk (*).

Major Financial Donations and Contributions

Mrs Alison Sanchez
Dame Elisabeth Murdoch AC, DBE, CBE
Dr John Seymour and
 Mrs Heather Seymour
Harold S. Williams Trust Fund
Vincent Fairfax Family Foundation

Support a Book Program

Dr Diana Carroll

Heritage Collectors Circle

The Hon. Ros Kelly AO and
 Dr David Morgan
Mr John and Mrs Therese Playoust

Vivid—National Photography Festival

Mr A. Katheklakis
Mr J. Katheklakis
Mr E. Koundouris
Mr J. Liangis
Mrs S. Liangis
Mr Chris Michalis
Mr D. Nikias

Treasures Gallery

Refer to Appendix I for details

Appendix I

Treasures Gallery Appeal

The goal of the Treasures Gallery Appeal is to raise funds for the development of a new permanent exhibition space within the Library. The Treasures Gallery will showcase significant and rare cultural heritage materials, from the earliest colony at Port Jackson to important Indigenous documents such as Eddie Mabo's papers.

- Principal Treasured Partners—gifts of \$1 000 000 and above
- Platinum Treasured Partners—gifts of \$250 000 and above
- Gold Treasured Partners—gifts of \$100 000 and above
- Silver Treasured Partners—gifts of \$50 000 and above
- Bronze Treasured Partners—gifts of \$25 000 and above
- Opal Treasured Partners—gifts of \$10 000 and above
- Jade Treasured Partners—gifts of \$5000 and above
- Amber Treasured Partners—gifts up to \$5000

The individuals and organisations listed in this appendix have made contributions to the Treasures Gallery Appeal since it commenced in 2001. Their generosity is gratefully acknowledged. Contributions to the Treasures Gallery Appeal now total \$2.8 million.

Principal Treasured Partners

The Ian Potter Foundation

Platinum Treasured Partners

John T. Reid Charitable Trusts

Gold Treasured Partners

ActewAGL*
 Professor Henry Ergas
 Ms Helen James and Dr James Bettison
 (Bettison and James Family Trust)
 Macquarie Group Foundation
 Mr Kevin McCann AM
 Sidney Myer Fund
 Thyne Reid Foundation

Silver Treasured Partners

Friends of the National Library of Australia

Bronze Treasured Partners

Mr James Bain AM and Mrs Janette Bain
 Mr James O. Fairfax AO

Opal Treasured Partners

Mr Victor Crittenden
 GHD Pty Ltd*
 Dr Kenneth and Mrs Glenn Moss
 F. and J. Ryan Foundation

Jade Treasured Partners

Ms Cynthia Anderson
 Mr Michael and Mrs Mary Heard
 Mr Robert Hill-Ling AO and
 Mrs Rosemary Hill-Ling OAM
 Mrs Claudia Hyles
 Macquarie Bank Foundation
 Mr Baillieu Myer AC and Mrs Sarah Myer
 Mrs Mary Louise Simpson
 Mr John Uhrig AC and Mrs Shirley Uhrig

Amber Treasured Partners

Mr Karl Alderson
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 Ms Lucy Bantermalis
 Ms Nolene Barker
 Mr and Mrs R.N. Barnett
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 Mrs Phoebe Bischoff OAM
 Mrs Rita M. Bishop
 Blake Dawson Waldron*
 Mr Warwick Bradney
 Sir Ron Brierley
 Dr Desmond Bright and Dr Ruth Bright AM
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 Mr Thomas Brown
 Dr Geoffrey A. Burkhardt
 Mr Graeme and Mrs Elaine Camage
 Mr Clyde Cameron AO
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 Dr John J. Carmody
 Ms Jennifer Carrington
 Dr Patricia Clarke OAM
 Mr G. Colson
 Dr Veronica Condon
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 Mr Anthony and Mrs Roma Francombe
 Ms Jan Fullerton AO
 Mr Ross and Mrs Rellie Gibson
 Ms Margot Girle
 Ms Sylvia Glanville
 Ms Erica Gray
 Ms Sue Gray
 Mr Jacob Grossbard
 Ms K.E. Halfpenny
 Ms Carol Hamilton
 Mr and Mrs Warren Harding
 Mr John and Mrs Robyn Hawkins
 Ms Marion Hicks
 Ms Tracey Hind
 Mrs Janet Holmes à Court AO
 Mr Stephen Holt
 Mrs J.M. Hooper
 Mr Neville and Mrs Noreen Horne
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 Dr Ronald Houghton
 Dr Anthea Hyslop
 Mr Ashton Johnston
 Ms Ruth S Kerr
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 Ms Kaye Lawrence
 Mr Andrew and Mrs Virginia Ligertwood
 Ms Nina Loder
 Ms Louise Luscombe
 Dr Rosemary McKenna
 Mr G. Meldrum
 Mrs Denyse Merchant
 Mr K.A. Michaelides
 Ms Eveline K. Milne
 Mrs Mary Mitchell
 Ms G. Morrison
 Mr Claude Neumann
 Ms Margaret Nixon
 Mr John and Mrs Elizabeth Oliver
 Mrs Janette Owen
 Mr Angus and Mrs Gwen Paltridge
 Ms Penny Pardoe-Matthews
 Mr J.W. Persse
 Mr Noel Potter
 Lady Price
 The Hon. Margaret Reid AO
 Mr Chris and Mrs Cathy Richardson
 Mrs Elizabeth Richardson
 Mr Jack and Mrs Diana Ritch
 Ms Colleen Rivers
 Mrs Patricia Roberts

Ms Pamela Robinson
Professor Alan Robson AM
Miss Kay Rodda
Mr Alan and Mrs Helen Rose
Ms Jane Sandilands
Ms Jude Savage
Mr Graham Scully
Ms Jill Smith
Mrs Jane Smyth
Mr David Sparrow
Mr Peter Spyropoulos
Mrs Elinor Swan
Mr Jack and Mrs Jess Taylor
Mr K. Temperley
Mrs Dossie Thompson
Mr W.D. Thorn
Ms Helen Todd
Mr Tony Triado
Mr J. Visione
Mr Brian and Mrs Margaret Wall
Mr John O. Ward
Mr Sam and Mrs Judy Weiss
Ms Eve White
Mr Richard White

Contributors who also supplied goods and/or services to the Library in 2007–2008 are indicated by an asterisk (*).

Many other individual Library supporters have contributed generously through the Exhibitions Donations Box.

6 Glossary and Indexes

Glossary

Accrual Budget A comprehensive budget incorporating assets, liabilities, expenses and revenues, as well as cash receipts and expenditures

ARROW Discovery Service A service that searches simultaneously across the contents of Australian university research repositories, including theses, journal articles, book chapters, music recordings and pictures
search.arrow.edu.au

AskNow A virtual reference desk where answers are provided immediately by operators using chat software and searching the internet and library resources
www.asknow.gov.au

Australia Dancing A web portal enabling access to Australian dance resources
www.australiadancing.org

Balanced Scorecard A strategic management tool

Effectiveness The extent to which actual outcomes are achieved, against the outcomes planned, via relevant outputs or administered expenses

Finance One Financial Management System

Libraries Australia A service providing information about items held by Australian libraries, used by Australian libraries for automated cataloguing and interlending
librariesaustralia.nla.gov.au

Logarithmic Scaling A scale of measurement in which equal distances on the scale represent equal ratios of increase (for example, with a logarithmic scale to the base of 10, the numbers 10, 100 and 1000 are shown separated by equal distances on the graph)

Music Australia A collaborative multimedia database enabling access to Australian music resources
www.musicaustralia.org

Outcomes The results, impacts or consequences of actions by the Commonwealth on the Australian community

Outputs The goods and services produced by agencies on behalf of government for external organisations or individuals

PANDORA: Australia's Web Archive A web archive established by the Library in 1996, with PANDORA standing for 'Preserving and Accessing Networked Documentary Resources of Australia'
pandora.nla.gov.au

Performance The proficiency of an agency or authority in acquiring resources economically and using those resources efficiently and effectively in achieving planned outcomes

Performance Targets Quantifiable performance levels or changes in level to be attained by a specific date

Picture Australia Single web entry point to digitised heritage image collections
www.pictureaustralia.org

Reference Service Services provided by the Library which assist library users to understand and navigate the information environment to pursue independent self-directed research

Quality Relates to the characteristics by which customers or stakeholders judge an organisation, product or service

Shortened Forms

APS Australian Public Service

AWA Australian Workplace Agreement

ERA Electronic Resources Australia

GST Goods and Services Tax

IIPC International Internet Preservation Consortium

IT Information Technology

OCLC Online Computer Library Center

SES Senior Executive Service

Compliance Index

The table below shows compliance with the Commonwealth Authorities and Companies (Report of Operations) Orders 2008 issued by the Minister for Finance and Deregulation on 30 June 2008.

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Enabling legislation and responsible Minister	iii, 19
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Review of operations and future prospects	3–9, 53–69
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Effects of Ministerial directions	28
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Statement on governance	22–6
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While not required from statutory authorities, the Library has also compiled this report with selected regard to Requirements for Departmental Annual Reports approved by the Joint Committee of Public Accounts and Audit under Subsections 63(2) and 70(2) of the *Public Service Act 1999* (Cwlth) June 2008.

Correction of Material Errors in Previous Annual Report

Errors were contained within Table G.2 of the *National Library of Australia Annual Report 2006–2007* (page 143). The correct version of the table follows.

Table G.2 Ongoing and non-ongoing full and part-time staff by classification and gender, 30 June 2007

Classification	Ongoing				Non-ongoing						Total 2007		Total 2006	
	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Casual	Full-time	Part-time	Casual	M	F	M	F
Statutory office holder	0	1	0	0	0	0	0	0	0	0	0	1	0	1
SES Band 1	4	4	0	0	0	0	0	0	0	0	4	4	4	4
Executive Level 2	10	15	0	0	0	0	1	1	0	0	11	16	10	14
Executive Level 1	26	29	0	2	2	0	1	0	0	1	29	32	23	35
APS 6	24	42	1	9	2	1	0	0	0	0	27	52	25	45
APS 5	10	40	0	7	0	3	2	2	0	1	12	53	15	57
APS 4	16	40	0	5	3	2	2	1	0	0	21	48	21	49
APS 3	14	48	0	10	1	7	1	3	0	1	16	69	14	66
APS 2	7	25	0	8	2	12	12	9	0	5	21	59	17	59
Graduate	0	1	0	0	0	0	0	0	0	0	0	1	1	1
APS 1	1	0	0	1	0	0	0	0	0	0	1	1	1	1
Total	112	245	1	42	10	25	19	16	0	8	142	336	131	332
Grand total	357	43			35	35	8				478	463		

Note: Table is based on paid employees. Employees on long-term leave for more than 12 weeks are not included.

Contact Office

The National Library of Australia is located in Canberra at the following address:

Parkes Place West
Parkes
CANBERRA ACT 2600

Requests for additional information to be made available to Members of Parliament and Senators should be forwarded to:

The Director-General
National Library of Australia
Parkes Place West
Parkes
CANBERRA ACT 2600
Telephone: (02) 6262 1111
TTY: 1800 026 372
Fax: (02) 6257 1703
Website: www.nla.gov.au

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