



NATIONAL
LIBRARY OF
AUSTRALIA ANNUAL REPORT

2009-
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Dear Minister

The Council of the National Library of Australia has pleasure in submitting to you, for presentation to each House of Parliament, its fiftieth annual report covering the period 1 July 2009 to 30 June 2010.

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 Departmental Annual Reports, approved on 23 June 2010 by the Joint Committee of Public Accounts and Audit under subsections 63(2) and 70(2) of the *Public Service Act 1999*.

As you are aware, I was appointed as the Chair of the National Library of Australia Council on 29 June 2010. While my direct involvement with the Library during the reporting period has been minimal, in my role as Chair of the Council, I present the report to you. The former Chair of the Council of the National Library of Australia, Sir James Gobbo AC CVO, has written the Chair's report included in the Annual Report.

We commend the Library's achievements to you.

The Honourable J. J. Spigelman AC
Chair of Council

Ms Jan Fullerton AO
Director-General

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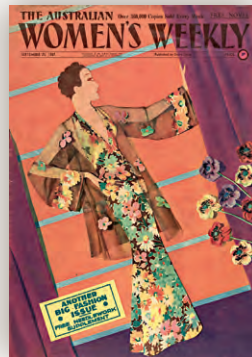
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INTRODUCTION





CLOCKWISE FROM TOP LEFT:
The Australian Women's Weekly, 4 December 1937
The Canberra Times, 14 October 1926, p.1
The Australian Women's Weekly, 25 September 1937
The Argus, 11 December 1936, p.1

CHAIRMAN'S REPORT



This annual report marks the end of my nine-year term as Chairman of the Council of the National Library of Australia. During this time the Library has pursued a consistent and strong strategic agenda to develop services that expose the depths of its collection to the public and to make it as easy as possible for anyone, anywhere in the world, to obtain a copy of the information resources available through its online services. The Library has made significant progress towards achieving its goal of breaking down the barriers that hamper access to information through its proactive collaboration with other collecting institutions and its leadership in developing nationally focused online systems and services.

In particular, I would like to note the Library's response to the recommendations in the 2003 Senate Committee Report *Libraries in the Online Environment*. This report endorsed the key role libraries play in ensuring equity of access to information in the digital age and recommended a series of actions to enhance access by all Australians to the information they need to support their research, education, work, business and personal pursuits. The report highlighted two significant national initiatives that the Library was pursuing and subsequently accomplished – provision of a free public search interface to *Libraries Australia*, which links Australians to the combined resources of our nation's libraries, and establishment of a national consortium to purchase a core set of electronic information resources for Australians to access through local libraries. The Library has continued to pursue its goal of linking individuals directly with the information they are seeking. In November 2009, the Library released *Trove*, a new free discovery service that provides a single access point to over 90 million items in Australian and global collections.

While the digital age has posed many challenges, it has also provided a mechanism by which the Library can reach out to all Australians. Nine years ago, the Library expanded its program to create digital versions of items in its vast Australian collections – rare maps, sheet music, photos, oral histories and books, journals and newspapers. In September 2009 the Library celebrated digitisation of its 150,000th collection item and by the end of 2009–10 it had additionally digitised over 2 million pages of Australian newspapers as part of its internationally acclaimed *Australian Newspapers* service. Through *PANDORA: Australia's web archive*, the Library has also extended its core functions of collecting, preserving and providing access to a national collection of information resources, to encompass Australian resources that exist only in digital form.

While remaining conscious of reaching out to the general community, the Library's mandated functions of building, describing and preserving its collections underpin its major role as a centre for scholarship and learning. A recent survey of onsite users confirmed that the Library's facilities for research and study and its collections are key motivators for its core user group. In order to improve the physical environment for users, planning is underway to integrate and modernise the Main Reading Room and the Newspapers and Microforms Reading Room. A Treasures Gallery, which will allow iconic and rare items

from the Library's collection to be displayed to the public, and a new general gallery are in the final design stages. As part of the gallery construction, a new entrance will be created for the Main Reading Room, with a new service desk, an informal reading area and improved facilities for book delivery. When the reading room integration is complete, at a later stage, the entire ground floor of the Library will be opened to the public.

While the Library has, over the past decade, gained an international reputation for delivering innovative online services and managing digital collections, it is increasingly difficult to manage growing demand for services, such as providing copies and answering reference enquiries, which arise from our visibility in the online world. It is also crucial to recognise the investment in technology and other resources needed to facilitate the Library's ability to collect and preserve Australia's documentary heritage in digital form. The greatest challenges facing the Library today are those of dealing with the 'digital deluge' and of meeting the expectations of the Australian public for increased access to online information resources.

It has been a great privilege to be closely involved with an institution that can properly be seen as a National Treasure. Especially satisfying have been my links as Chairman with an outstanding Director-General and the Library's high calibre staff. Finally, I thank all those members of Council with whom I served during my Chairmanship. It has been a pleasure to be associated with them in such a rewarding endeavour.

Sir James Gobbo AC, CVO

A handwritten signature in black ink, appearing to read 'James Gobbo', written in a cursive style.

DIRECTOR-GENERAL'S REVIEW



For the last decade, the National Library of Australia has determinedly pursued strategies to enable Australians to discover, explore and use our collections. The innovative use of technology has been key to this strategy. The success of the Library's policies and activities is evident in the very high levels of use made of our collections and services. We are experiencing increased demand across all services.

While the number of people visiting the Library in person remains relatively constant, requests for use in reading rooms of our collection, in all forms – books, journals, maps, pictures, oral history and manuscripts – are growing at unprecedented rates. This year's survey of on-site visitors reveals exceptionally high levels of satisfaction. Visitors perceive the Library as a well-organised, capable institution that meets a diverse range of interests. In particular, visitors said staff are helpful, knowledgeable, friendly and efficient.

The fact that users continue to express such satisfaction with the Library is a great testament to the work of Library staff who manage significant increases in demand for services in an environment where the Library has no capacity to provide additional staff resources to match additional demand. Staff and managers strive for efficiency improvements across all activities and work processes, and work towards creative and innovative ways of serving users.

In addition to meeting onsite users' needs, the Library has a strong commitment to supporting the information needs of people throughout Australia, and to helping people anywhere who have an interest in researching collections on Australia and Australians. We take a strong national focus in all we do. In fact, people outside the Library are borrowing and seeking copies of material at an increased rate, reversing past patterns of declining use of these services.

In November 2009, we launched a new online discovery service, *Trove*, which provides a single place from which to discover the wealth of information held in Australian and global collections. *Trove* is an essential starting point for discovering information about Australia and Australians.

Trove provides access to 90 million items about Australia from over 1,000 libraries and cultural and educational institutions. It allows users to discover and locate books, articles, conference papers, theses and other research; find and view pictures that are held by Australian collecting institutions; find and read full-text articles from the collection of digitised Australian newspapers issued between 1803 and 1954; find and explore websites from *PANDORA: Australia's web archive*; identify archival papers, letters, diaries and other records, and obtain information on their location in Australian libraries, archives and other collections. In the case of a search for a person or organisation, users can now find and read biographies from sources such as the Dictionary of Australian Biography Online, the Australian Women's Register and the Encyclopedia of Australian Science.

Trove recognises the user community's desire to contribute to and participate in developing the resource. It enables the community to tag, comment, improve data and organise results. Similar tools were first released in the *Australian Newspapers* service to allow the public to annotate text in digitised newspapers. *Trove* is an exemplar of the Web 2.0 philosophy of services and is the most ambitious online service we have developed. It is a powerful and indispensable national portal received positively by tens of thousands of users.

Trove is the most recent example of our success as a global innovator in the library community's online environment. The Library operates firmly in this environment and online services are part of, and integrated into, almost all aspects of the Library's operations.

Our online services include a website, which provides information about and links to the Library's collections, services, exhibitions and other activities; the online catalogue for finding and requesting items from the Library's collections; online reference services by email, chat and enquiry forms; services supporting special communities, such as *PADI: Preserving Access to Digital Information*; and *Trove*.

Comparison of traffic to global websites indicates that the Library is a significant presence in the online environment. Visits to our website consistently and markedly outrank those of other Australian cultural institutions, such as the National Archives of Australia, the Australian War Memorial and the National Museum of Australia, both in Australia and internationally. We also compare well with the world's largest national libraries, the Library of Congress and the British Library. Of these three libraries, the National Library outranks both the others in Australia and lies between the Library of Congress and the British Library in world rankings. Given the substantially smaller size of the National Library, this is a measure of the success of our investment in online service.

The Library has invested significantly in information technology to support delivery of our online services. The Library's Information Technology Division's annual expenditure accounts for approximately 9 per cent (\$6.8 million) of total operational expenditure and 59 per cent (\$3.0 million) of capital expenditure for plant, equipment and software.

It is evident our users expect simple and powerful online discovery and access services, as well as rich and growing online content. These expectations present challenges the Library can no longer meet.

Storing, managing and delivering existing digital collections are stretching the limits of our capabilities and resources. We need an increased investment in our capacity to collect, store and manage digital content to cope with massively increased amounts of collection material created and distributed in digital form. We need more robust tools for collecting and preserving digital collections with vastly increased storage capacity.

We now find it increasingly difficult to meet our statutory obligations in the face of this 'digital deluge' and our reducing budget.

The situation is exacerbated by a legal and compliance regime that is firmly based on a print world, and that shows virtually no change in response to the digital revolution. For example, the Commonwealth legal deposit provisions that underpin the Library's collecting mandate remain essentially the same as when they were enacted in 1912.

In our 2008–09 Annual Report, I noted that the Library, together with the National Archives of Australia and the National Film and Sound Archive, was working on a business case to seek government funding to develop an information technology infrastructure to support collecting and preserving digital resources. No funding was provided in the 2010–11 Federal Budget due to the Australian Government's more pressing priorities.

We will, however, continue to collaborate with the National Archives of Australia and the National Film and Sound Archive to develop and implement strategies to minimise the risk of Australia losing its digital memory. But without adequate recognition, policy development, planning and investment in research and infrastructure development, much of Australia's ever-increasing digital memory will be lost.

We will also continue to collaborate with the Australian library sector, particularly through our role as a member of National and State Libraries Australasia. As part of National and State Libraries Australasia, we continue working with all state and territory libraries on the *Re-Imagining Libraries* initiative. This major collaboration has embarked upon nine projects that aim to ensure the community has consistent and comprehensive online access to these major Australian library collections.

During 2009–10, the Community Heritage Grants program made it possible for another 75 organisations to help preserve their nationally significant cultural collections. We manage this program on behalf of the Australian Government through the Department of the Environment, Water, Heritage and the Arts; the National Archives of Australia; the National Film and Sound Archive; and the National Museum of Australia. Since its establishment in 1994, the Community Heritage Grants program has distributed over \$3 million to 736 projects throughout Australia, from the cities to the outback.

Collecting the documentary heritage of Australia – in all its formats – remains at the heart of what we do. Each year, the Library invests considerable resources in developing the collections. Significant acquisition highlights this year included:

- A limited edition set of the recently published *Highgrove Florilegium* containing watercolours of a variety of exotic plants grown in the garden of HRH The Prince of Wales at Highgrove in Gloucestershire painted by leading botanical artists from around the world, including five Australian artists.
- The 1818 four-volume work *Le Japon, ou, Mœurs, usages et costumes des habitans de cet empire, d'après les relations récentes de Krusenstern, Langsdord, Titzing, etc.,...* containing hand-coloured plates depicting the costumes and customs of Japanese men, women and children as well as scenes from daily life in early nineteenth century Japan.

- The collection of the Burmese civil servant and scholar, U Shein Tan. The collection, consisting of 147 books, 37 journal issues and 58 pamphlets, focuses on Burmese law, government and the military during the 1960s to the 1980s, a key period in recent Burmese history.
- The first printed copy of *Blinky Bill, the Quaint Little Australian*, which is inscribed to the author, Dorothy Wall, from the publisher.
- The final edition of *Relations de divers voyages curieux ... nouvelle edition, augmentée de plusieurs relations curieuses* by Melchisedec Thévenot (Paris, 1696), a collection of travel stories augmented with additional text on the voyages of Abel Tasman's charting of the Australian coast. This edition contains the rarest example of the map *Nova Hollandia Detecta 1644*.
- A catalogue of a collection of valuable and interesting books sold at auction by Messrs Puttick and Simpson on 10 March 1868. The *Journal of the H.M.S. Endeavour, 1768–1771* was one of the 20 lots relating to the life and voyages of James Cook listed in this auction catalogue and it was bought for H.W.F. Bolckow for £14 15s. Bolckow later sold the journal through Sotheby, Wilkinson & Hodge to the National Library of Australia in 1923.
- Blog sites of Jessica Watson, the young Australian who sailed solo non-stop and unassisted around the world in 2009–10, and of the Australian Ballet (*Behind Ballet*) which gives insights into stories behind their productions; and the official website of the Australian pavilion at Shanghai Expo 2010. (These are managed in and accessible through *PANDORA: Australia's web archive*.)
- Arrowsmith's 1838 edition of *The London Atlas of Universal Geography*, containing the latest mapping and discoveries in the Australian colonies, and the diminutive *Atlas of the British Empire*, made for Queen Mary's doll's house in 1925 and, at four centimetres, the smallest atlas ever printed.
- Digital copies of some 200 Soviet army intelligence maps of Australia and an original lithographed paper sheet covering the Canberra region produced in the 1970s as part of USSR military preparedness.
- A collection of 16 watercolours of South Australian scenes by William Rodolph Thomas, including a view of the Torrens River, dated 1849, which shows Indigenous people in bark shelters. Although lacking detail, it is evidence of continuity of Indigenous habitation in the area.
- Self-portraits of the artists John Glover and Antonio Dattilo-Rubbo, and a portrait of composer Peggy Glanville-Hicks by Joyce McGrath. Also of interest is Jeff Martin's 2009 oil painting of the kitchen of Tetsuya's restaurant, conveying the energy of the kitchen under the watchful eye of the master chef.
- The photographic archive of Peter Dombrovskis, comprising 3,580 colour transparencies of Australian wilderness landscapes, and an album compiled by Nellie Babcock, which includes very early photographs of life on the Victorian goldfields, taken by Walter Woodbury in 1856–57.

- Two missing Donald Friend diaries, found in Philadelphia by Ian Britain, the scholar who is writing a biography of Friend. The diaries, for 1943 and 1944, were among the personal effects of Edgar Kauffmann Jnr, whom Friend had met during their war service.
- Manuscript acquisitions included:
 - a large collection of papers of High Court judge Sir Owen Dixon, received 43 years after the Library had expressed interest in his papers
 - personal papers of sailor Kay Cottee, artists Rosalie Gascoigne and James Gleeson, and a large archive on the history of brass band music assembled by Jack Greaves
 - the records of the National Aboriginal and Islander Skills Development Association, the dance training institution responsible for producing many significant artists
 - the papers of journalist Peter Game, including 19 audiotapes of his groundbreaking interviews with financier Tirath Khemlani
 - a shipboard diary kept by the child migrant Mick Snell.

The Oral History collection continued to benefit from a number of external partnerships. A joint project with the Museum of Australian Democracy at Old Parliament House interviewed former politicians including John Fahey, Barry Cohen and Andrew Bartlett. The Chief Justice of the High Court, Robert French, was interviewed in an Australian Research Council funded project undertaken with the Australian National University, and funding from the Department of Families, Housing, Community Services and Indigenous Affairs has resulted in the commissioning of new interviews with members of the Stolen Generations about their response to the Prime Minister's national apology.

Many prominent Australians eminent in a number of fields were interviewed, including tenor Robert Gard, company director and former Lord Mayor of Brisbane Sally-Anne Atkinson, businessman philanthropist Pat Corrigan, zoologist Professor Marilyn Renfree and juvenile justice advocate Ken Buttrum.

Among a variety of social history projects, the Library recorded interviews with apple and pear growers, including John Cripps, breeder of the 'Pink Lady'; with seven Nunda people, investigating encounters between Western Australian Aboriginal people and early shipwrecked sailors; with Paralympians, including wheelchair athlete Frank Ponta; and with 'Stalin's Poles', Polish Australians who fled Poland in the period of Stalinist rule.

Support for the Library continues to grow and is demonstrated in many ways. In August, membership of the Friends of the National Library reached 2,000. Attendance at Friends events and public programs hosted by the Library itself continues to be strong.

Highlights of the year included:

- The annual Kenneth Myer Lecture, given by Professor Ian Frazer, 2009 Australian of the Year, on the topic 'Personalised medicine and social responsibility: a prescription for health in the twenty-first century?'
- The inaugural Ray Mathew Lecture, given by Pulitzer Prize-winning expatriate author Geraldine Brooks.

- The 'Flight of the Mind: Writing and the Creative Imagination', a two-day conference, supported by the Ray Mathew and Eva Kollsman Trust, the Copyright Agency Limited's Cultural Fund and Alison Sanchez through the Kenneth Binns Lecture as the conference keynote speaker.
- Our exhibitions program, which included *Nick Cave: The Exhibition*, a touring exhibition from The Arts Centre Melbourne, and *The Dunera Boys: 70 Years On*.
- The short-listing of three National Library publications for awards: *The Riddle of Father Hackett* by Brenda Niall for the Magarey Medal for Biography and two of our children's publications – *Australian Backyard Explorer* by Peter Macinnis and *Lost! A True Tale from the Bush* by Stephanie Owen Reeder – for the Eve Pownall Award for Information Books in the Children's Book Council Awards 2010.

We have greatly appreciated financial contributions from supporters during 2009–10. The National Library of Australia Fund was established in 2009 to help continue developing the collections and making them accessible to all Australians. Many individuals donated to this fund, several at levels that brought recognition as Patrons of the National Library. Further generous support has assisted the Norman McCann Summer Scholarships and the Seymour Summer Scholarship programs, the Kenneth Binns Lecture and Travelling Scholarship, and the Friends Travelling Scholarship. A substantial contribution from the Minerals Council of Australia made it possible for us to offer the Minerals Council Fellowship for Australian and international researchers of Australia's mineral industries and their relationship with communities and the environment.

Private donors and sponsors have contributed more than \$3 million towards the Treasures Gallery, which will display many of our most prized items. This year, Cunningham Martyn Design completed the final designs of our new Treasures Gallery, new Exhibition Gallery and new entrance to the Main Reading Room. In May 2010, the designs went on public display and a website providing up-to-date information about the building works went live. Building will start in late 2010 and the new facilities will open in late 2011.

I sincerely thank our Chairman, Sir James Gobbo, for the past nine years. His support and enthusiasm for the National Library through a very exciting period of development have been outstanding and greatly appreciated by the Council, senior management and all staff. His legacy will continue well past his time as Chair of the National Library Council.

Jan Fullerton AO

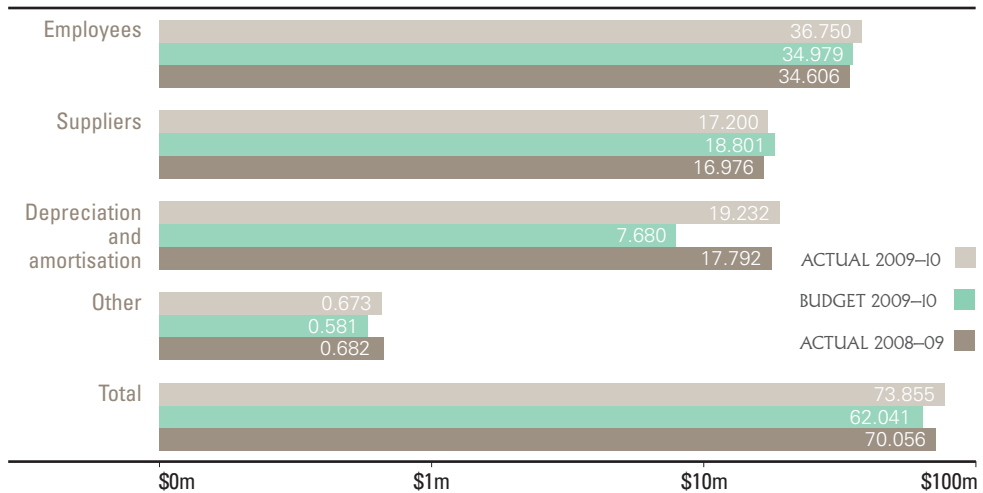


funding received in 2009–10 to develop a business case for digitisation of the national collection of \$0.805 million and a reduction of grants received from government of \$1.770 million. The reduction in grants received from government reflects receipt of two grants received in 2008–09 totalling \$1.8 million from the Department of Families, Housing, Community Services and Indigenous Affairs.

EXPENSES

Total expenses of \$73.855 million were \$11.814 million above budget and \$3.799 million greater than the 2008–09 expenditures. It should be noted that as part of preparing the 2009–10 budget provision was not made for depreciation of the national collection pending the outcome of a Department of Finance and Deregulation review. Figure 2 shows a comparison of expenditure across items and against budget for 2009–10 and 2008–09.

Figure 2 Expenses, 2009–10 and 2008–09



Note: A logarithmic scale is used.

The variation between financial years of \$3.799 million in operating expenses primarily relates to increased employee expenses (\$2.144 million), which is largely the result of pay increases and a small increase in staff numbers (14.6 average staffing level); a small increase in supplier expenses (\$0.224 million); and increased depreciation and amortisation expenses (\$1.440 million). Of the \$1.440 million variance between years for depreciation and amortisation expenses, the majority of the increase is due to revaluation of the collection undertaken in June 2009.

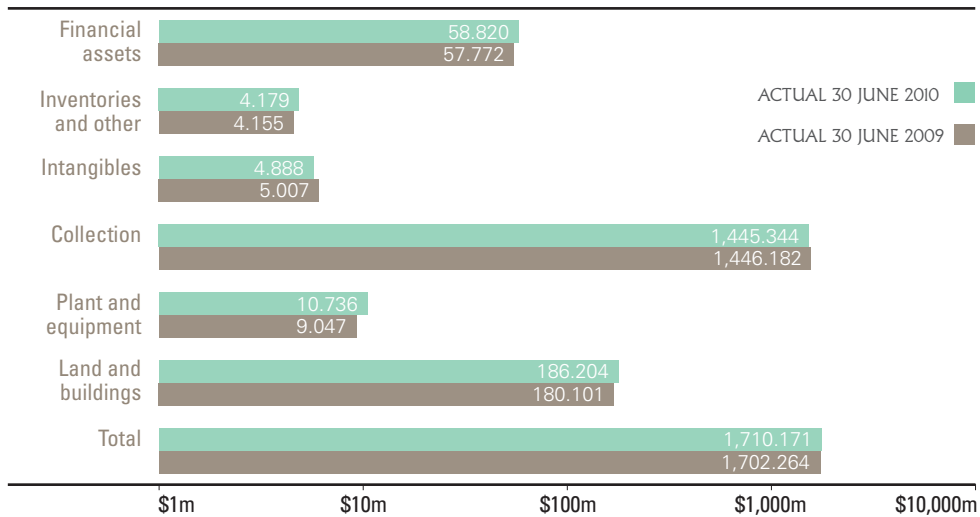
EQUITY

The Library's total equity increased by \$7.094 million to \$1,693.368 million in 2009–10. The net increase was a result of an equity injection (\$9.743 million) for collection acquisition; a net revaluation increment (\$6.847 million) following the revaluation of the Library's land and buildings and plant and equipment; and the net operating result (\$9.496 million) for 2009–10.

TOTAL ASSETS

Figure 3 shows that the total value of the Library's assets increased by \$7.907 million to \$1,710.171 million in 2009–10.

Figure 3 Total assets, 2009–10 and 2008–09



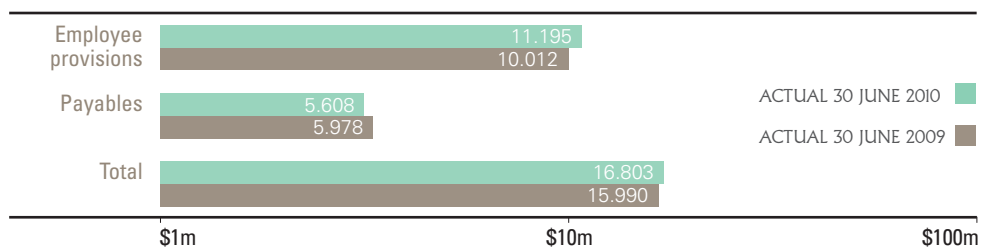
Note: A logarithmic scale is used.

The increase in non-financial assets (\$6.859 million) was largely the result of revaluation of the Library's land and buildings and plant and equipment (a net increment of \$6.803 million); and the net difference between current year assets acquisitions and current year depreciation expenses (\$0.209 million). In addition, there were movements in the value of inventories (\$0.271 million) and the value of prepaid supplier expenses (\$0.247 million). The increase in financial assets (\$1.048 million) relates primarily to an increase in receivables (\$0.556 million); a reduction in cash at bank (\$3.062 million) and an increase in investments (\$3.616 million).

TOTAL LIABILITIES

As Figure 4 shows, the Library's total liabilities increased by \$0.813 million from last financial year to \$16.803 million.

Figure 4 Total liabilities, 2009–10 and 2008–09



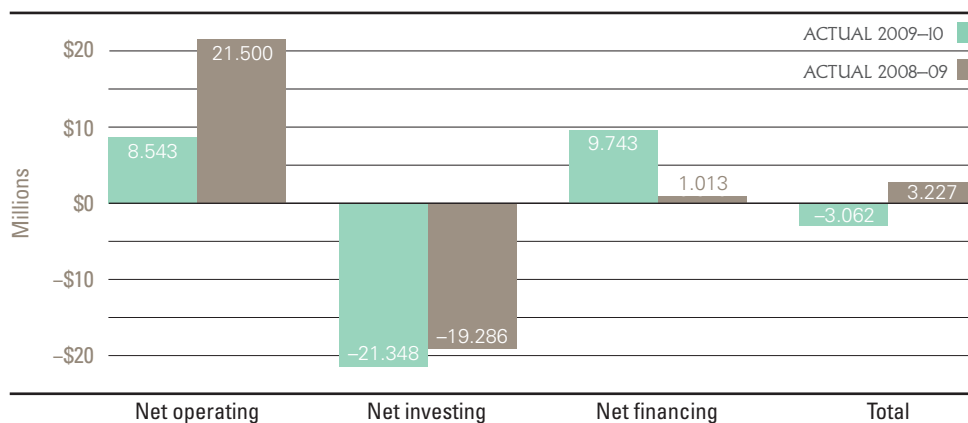
Note: A logarithmic scale is used.

The main changes in liabilities relate to a decrease in supplier payables (\$0.544 million) and an increase in grants payable (\$0.010 million), employee provisions (\$1.183 million), and other payables (\$0.164 million). The value of leave liabilities has increased as the result of accruing long service leave and reflect increased salary rates due to an annual pay increase.

CASH FLOW

Overall, in 2009–10 there was a reduction in the Library's cash balance, which declined by \$3.062 million to \$4.136 million as at 30 June 2010. Figure 5 shows a comparison of cash flow items for 2009–10 and 2008–09.

Figure 5 Net cash flow, 2009–10 and 2008–09



The decrease (\$12.957 million) in net operating activities reflects the comments previously made under 'Income' and 'Expenses', with the largest single factor being the change to the way that the Library is now funded for collection acquisitions. Funding of \$8.713 million was transferred from receipts from government to contributed equity, which forms part of net cash from financing activities. The increase (\$2.062 million) in the net investing activities primarily reflects the movement of funds from cash at bank to investments (\$4.513 million) and a reduction in the investment in property, plant and equipment and intangibles (\$2.468 million). The reduction in the investment in property, plant and equipment and intangibles is largely the result of reduced building expenditure during 2009–10 pending commencement of construction of the new Treasures Gallery. The increase in net cash (\$8.730 million) from financing activities largely reflects the changed funding arrangements for collection acquisitions, with the funding from 2009–10 being received as an equity injection from government rather than part of a *Commonwealth Authorities and Companies Act 1997* body payment item.

THE AUSTRALIAN **WOMEN'S WEEKLY** Over 500,000 Copies Sold Every Week

January 31, 1942 **PRICE 2c**

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In honor of the National City and through to the Nation.

CANBERRA, WEDNESDAY, NOVEMBER 11, 1941. DAILY PRICE 1s. 6d. BY POST 12/6 PER ANNUM.

Official Opening of Australian War Memorial

AUSTRALIA'S TRIBUTE TO HER FALLEN SONS

JAPAN SHOWS HAND IN EAST ASIA

Wants Democracies Out

Two Minutes' Silence

Impressive Service Precedes Ceremony

Commemoration and Opening Services

Governor-General's Warning

The **Argus** Over 500,000 Copies Sold Every Week

November 29, 1941 **PRICE 8c**

DARWIN HEAVILY BOMBED IN 2 RAIDS

ATTACKS BY 93 PLANES; 4 SHOT DOWN

DAMAGE "CONSIDERABLE"; CASUALTIES UNKNOWN

MOBILISATION OF PRESSURE ON ALL LABOUR AND PROPERTY

Mr. Curtin Explains

SOVIET DRIVE IN CRIMEA

BITTER FIGHTING ON BURMA FRONT

Most of A.I.F. Members Now Left in Singapore

With the Garrick Filter You get the true tobacco flavour

Garrick FILTER TO CIGARETTES

THE AUSTRALIAN **WOMEN'S WEEKLY** Over 500,000 Copies Sold Every Week

November 29, 1941 **PRICE 8c**

Remember Red Cross Prisoners-of-War Appeal!

Special poster issue of "Women's Weekly" to be published on December 1st.



CORPORATE OVERVIEW



CLOCKWISE FROM TOP LEFT:

The Australian Women's Weekly, 31 January 1942

The Canberra Times, 12 November 1941, p.1

The Australian Women's Weekly, 29 November 1941

The Argus, 20 February 1942, p.1

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
 - iii. the Territories
 - iv. the Agencies (within the meaning of the *Public Service Act 1999*)
- d. to cooperate 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 MP, the Minister for Environment Protection, Heritage and the Arts (from 26 February), formerly Minister for the Environment, Heritage and the Arts, is the Minister responsible for the Library. 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.

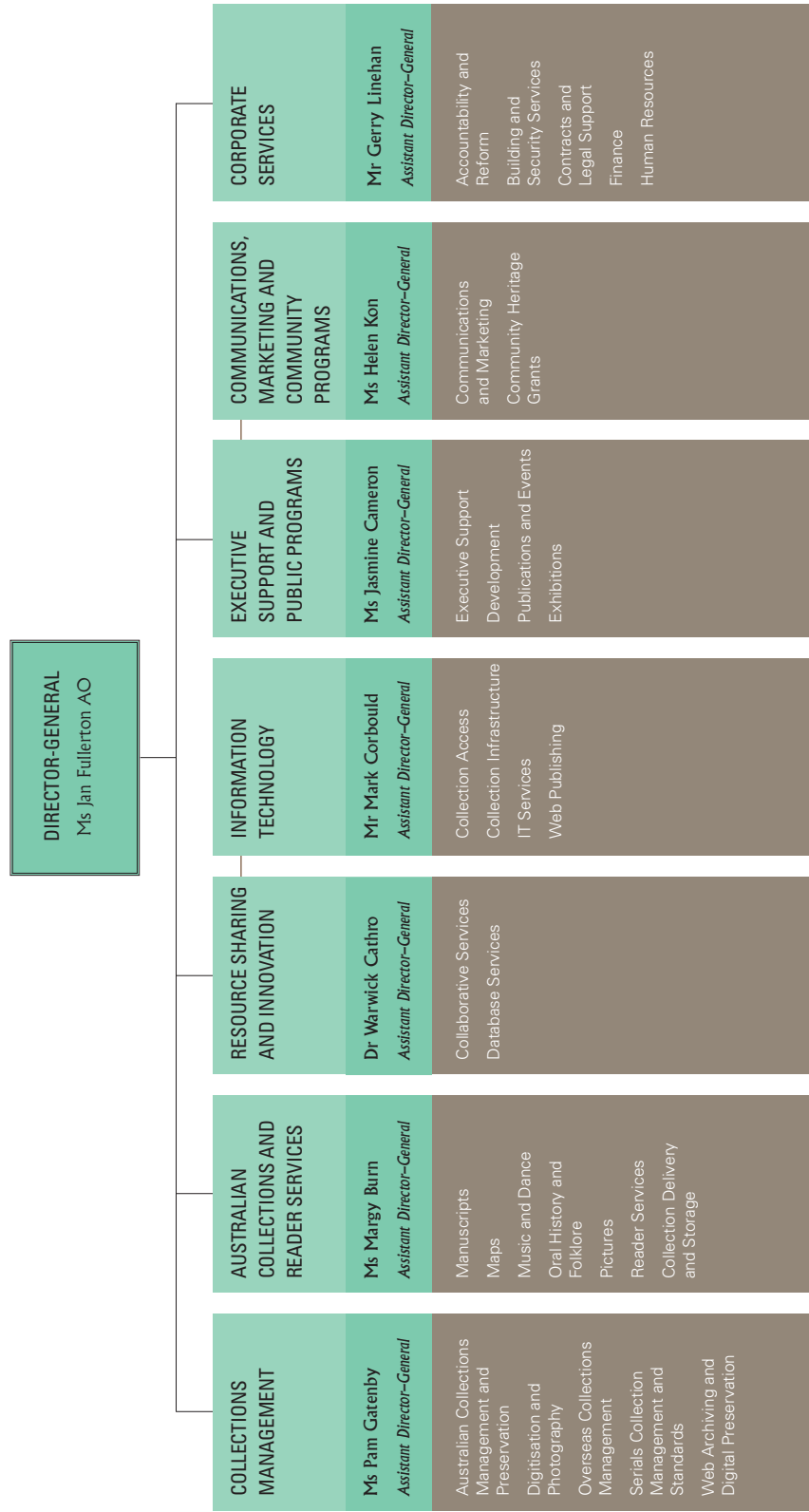
LEGISLATION

The Library was established by the *National Library Act 1960*, which defines the Library's role, corporate governance and financial management framework. 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 (see Figure 6).

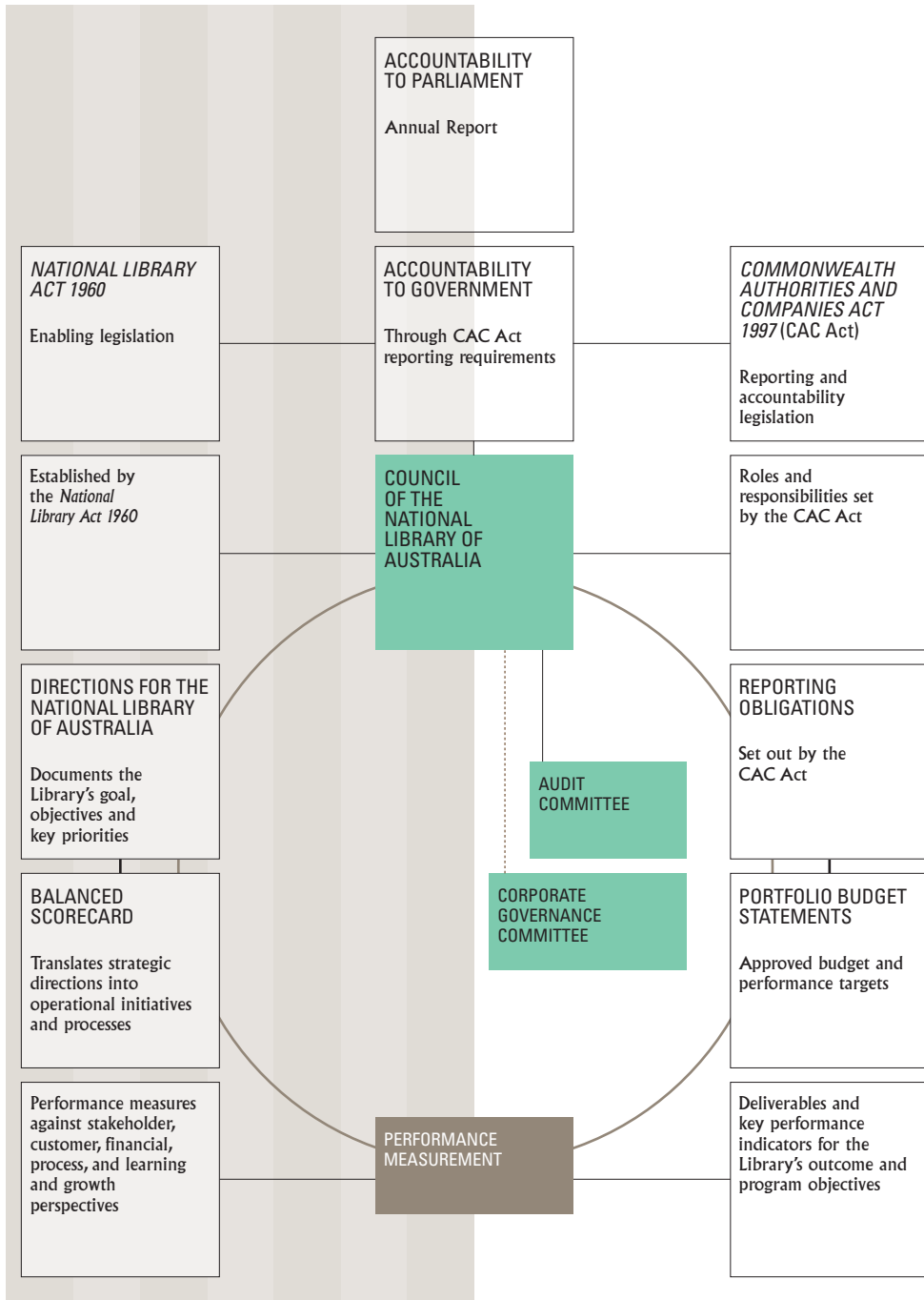
Figure 6 Organisational structure, 30 June 2010



CORPORATE GOVERNANCE

Figure 7 shows the key elements of the Library’s corporate governance structure.

Figure 7 Corporate governance structure, at 30 June 2010



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 2010, there were no vacancies on the Council. Appendix A lists Council members and their attendance at Council meetings during 2009–10.

In addition to general administrative and financial matters, the Council considered a range of specific issues in 2009–10. Among them were:

- the Treasures Gallery Project
- Government 2.0 Taskforce
- Government response to 'The efficiency dividend and small agencies: size does matter'
- budget trend analysis information 2003–10
- new acquisitions
- trends and activities in the Library for 2009–10
- the Library's new integrated discovery service, *Trove*
- dealing with the 'digital deluge' – a collaboration with the National Archives of Australia and the National Film and Sound Archive aimed at meeting the challenges of digital collecting, digital preservation and digitisation.

The Council has two advisory committees: the Audit Committee and the Corporate Governance Committee.

AUDIT COMMITTEE

The Audit Committee's roles are to:

- help the Library and members of the Council comply with their obligations under the *Commonwealth Authorities and Companies Act 1997*
- provide a forum for communication among members of the Council, senior managers of the Library, and the Library's internal and external auditors
- satisfy itself that there is an appropriate ethical climate in the Library and review policies relating to internal controls and management risks.

The Audit Committee usually comprises a minimum of three non-executive Council members. During 2009–10 it appointed two former Council members as external members to ensure continuity of Committee operations pending finalisation of Council appointments. The Director-General also attends Audit Committee meetings. Details of Audit Committee membership and meeting attendance can be found at Appendix A.

In 2009–10, the Audit Committee considered a range of matters including:

- financial statements for 2008–09
- report on the Library's legal services for 2008–09
- Audit Committee annual report for 2008–09
- internal assessment of Audit Committee performance
- Australian National Audit Office 2009–10 financial statements audit strategy
- risk management and business continuity in the Library
- annual report on fraud management
- annual report on contract management and training
- Library trust account disbursements
- compliance report for 2008–09
- Auditor-General reports – report on action taken in respect of recommendations from the Australian National Audit Office
- strategic internal audit plan 2010–11 to 2012–13, including draft internal audit plan 2010–11
- fraud risk assessment and fraud control plan 2010–11
- collection depreciation
- internal audit schedule for 2009–10
- internal audits of:
 - procurement and contract management
 - copyright compliance
 - web services
 - sales and promotions and bookshop annual stocktake
 - purchase cards
 - human resource management system post implementation review
 - newspaper digitisation project.

CORPORATE GOVERNANCE COMMITTEE

The Corporate Governance Committee's roles are to:

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

The Committee consists of 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 for 2009–10.

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 Library activities, and oversees a range of operational issues. The group meets weekly.

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

CORPORATE PLANNING FRAMEWORK

The Balanced Scorecard continues to be the Library's principal planning support system, facilitating integration of strategic, operational and budget planning. Since its adoption in 2000–01, 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. In 2009–10, a new reporting framework was implemented taking into consideration changes to the Library's Portfolio Budget Statement and new strategic directions.

RISK MANAGEMENT FRAMEWORK

The Library's Risk Management Framework continues to provide effective tools for management and staff to use when identifying, evaluating and responding to risks that may have an impact on the collection, core business functions or strategic decision-making. The Library's Risk Management Register, which is subject to annual review, is central to this framework. The register lists all identified risks to the Library as well as risk reduction strategies. These risk reduction strategies are managed through the Business Continuity Framework, which includes established procedures and plans such as the Collection Disaster Plan, the Information Technology Disaster Recovery Plan, the Business Contingency Plan for Critical Building Systems, and the Business Continuity Plan.

The Library's Emergency Planning Committee oversees risk management within the Library. The committee is chaired by the Assistant Director-General, Corporate Services and includes executive staff from all business groups of the Library who provide a clear control structure to measure, respond to, mitigate and discuss risks that may affect the Library. The committee continuously identifies and monitors new and emerging risks.

PUBLIC ACCOUNTABILITY

EXTERNAL AND INTERNAL AUDIT

The Library's Audit Committee met three times during 2009–10 to consider external and internal audit reports.

External audit reports

The Library implemented recommendations from a number of Australian National Audit Office audit reports during 2009–10. The reports were:

2007–08

- 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

2008–09

- No. 13, Government Agencies' Management of their Websites
- No. 21, The Approval of Small and Medium Sized Business System Projects
- No. 25, Green Office Procurement and Sustainable Office Management
- No. 44, Security Risk Management

2009–10

- No. 4, Management and Processing of Annual Leave
- No. 14, Agencies' Contract Management

Internal audit reports

During 2009–10, the Library's Audit Committee considered a number of internal audit reports (see page 23).

PARLIAMENTARY COMMITTEES AND GOVERNMENT INQUIRIES

The Library, on behalf of the Electronic Resources Australia Committee, prepared a submission to the Inquiry by the Standing Committee on Education and Training into School Libraries and Teacher Librarians in Australian Schools. In May 2010, the Assistant Director-General, Resource Sharing and Innovation gave evidence before the committee.

The Library provided a response to the Inquiry by the Standing Committee on Publications into Electronic Distribution of the Parliamentary Papers Series. This follow-up to the 2006 inquiry was specifically focused on investigating the feasibility of moving to an exclusively electronic Parliamentary Papers Series.

MINISTERIAL DIRECTIONS

Under section 48A of the *Commonwealth Authorities and Companies Act 1997*, the Finance Minister may make General Policy Orders specifying a general policy of the Australian Government that is to apply to the Library provided the Finance Minister is satisfied that the Minister for Environment Protection, Heritage and the Arts has consulted the Library on application of the policy.

No General Policy Orders applying to the Library were made in 2009–10. 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, the Australian Government Cost Recovery Guidelines and the National Code of Practice for the Construction Industry.

LEGAL ACTION

In 2009–10, action remained outstanding on a 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 for one of the Library's offsite storage facilities. The court proceedings were held in December 2008, with Justice Richard Refshauge reserving his decision. The Library is awaiting that decision.

COMMONWEALTH OMBUDSMAN

No issues relating to the Library were referred to the Commonwealth Ombudsman during 2009–10.

FREEDOM OF INFORMATION

The Library received no formal requests for access to documents under the *Freedom of Information Act 1982* during 2009–10. The Library's freedom of information statement is at Appendix D.

INDEMNITIES AND INSURANCE PREMIUMS

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

Under the terms of the insurance schedule of cover, the Library may not disclose its insurance premium price. The Library's 2009–10 insurance premium maintained an 8.9 per cent discount. This is because of its overall risk management performance, as measured by Comcover's 2009 Risk Management Benchmarking Survey.

The Library made one insurance claim during 2009–10 relating to property loss.

The Library is represented at the Insurance and Risk Management Corporate Insurance Forum, which holds regular meetings to discuss insurance issues with Comcover and all cultural-type agencies.

SOCIAL JUSTICE AND EQUITY

The Library serves a culturally and socially diverse Australian community and aims to make its collections accessible to all. 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 provides all Australians with the opportunity to access documentary resources of national significance in accordance with the *National Library Act 1960*. In particular, during 2009–10 the Library:

- Provided an increased range of collection items and services to Australians through its website; for example:
 - the *Australian Newspapers* service provides remote access to newspaper resources
 - all Australian residents can register online for a library card and access a range of electronic journals and databases
 - access to Library events outside Canberra was improved through expansion of its podcast program, whereby recordings of events are made available online.
- Incorporated the *Indigenous Australian Art Charter of Principles for Publicly Funded Collecting Institutions* into its Collection Development Policy.
- Developed a specific introductory program to facilitate visits to the Library by groups from tertiary institutions and community groups for whom English is a second language.
- Hosted visits from Indigenous groups including senior Pitjantjatjara women, Barkindji Elders, and representatives from the Burrup Archives and Collection Group. All groups received special presentations of material relating to their country and community. The Curator of Oral History, Kevin Bradley, visited the Pitjantjatjara Council in Alice Springs to provide training in oral history techniques. Copies of interviews made by the council will be acquired for the Library's oral history collection.
- Continued working collaboratively with National and State Libraries Australasia to improve library services for Indigenous people through the National Policy Framework for Indigenous Library Services and Collections.
- Provided 11 tours to 389 people from culturally and linguistically diverse backgrounds.
- Helped community organisations, including geographically isolated and culturally diverse groups, preserve nationally significant cultural heritage collections through the Community Heritage Grants program.
- Supported community-based literacy projects, including the Indigenous Literacy Project, Children's Book Week, Books Alive and the National Simultaneous Storytime.
- Signed a memorandum of understanding with the Fred Hollows Foundation to attract additional financial support for the Indigenous Literacy Project.

- Engaged Vision Australia to assess use of the Library's web services by those with a visual impairment.
- Supported eight charities through the Workplace Giving Scheme; at 30 June 2010, 5 per cent of staff had donated more than \$17,177 to nominated charities during 2009–10.

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 charter is available on the Library's website and as a print publication.

During 2009–10, charter standards were met as follows:

- 97.5 per cent of general reference enquiries were answered within standards (target: 90.0 per cent)
- 91.3 per cent of collection items were delivered within standards and timeframes (target: 90.0 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 the Library received 421 formal compliments (see Table 1) and 107 formal complaints (see Table 2) from users.

During 2009–10, the Library received several hundred informal compliments from users of the Library's new *Trove* and *Australian Newspapers* services, as well as from participants in its conferences, forums and tours, and contributors to events and publications.

Table 1 Formal compliments received, 2009–10

Subject	Number	Nature of compliment
The collection	6	Quality of collection material and access
Information and online services to individuals	340	Quality, professionalism, responsiveness and dedication of staff Quality and speed of response to enquiries and delivery of collection material Quality of reproduction services Quality of website
Public programs activities	71	Quality of tours and support provided for educational visits Quality of events programs Quality of publications
Facilities and support	4	Quality of venue hire services and support for events Quality of service and professionalism of <i>bookplate</i> Cafe
Total	421	

Table 2 Formal complaints received, 2009–10

Subject	Number	Nature of complaint
The collection	11	Cataloguing information provided for some collection material Online access to some collection material
Information and online services to individuals	51	Delays, misunderstandings and perceived lack of assistance relating to requesting/receiving and discharging material Access to e-resource material Wireless connectivity problems and slow response times
Public programs activities	11	Event booking arrangements A fee charged for a particular event
Facilities and support	34	Bag restrictions in reading rooms Users engaged in noisy and inappropriate behaviour Lack of external signage Maintenance undertaken in some public areas Handling of some security incidents Restricted weekend opening hours
Total	107	

The Library provided explanations and/or apologies in response to all complaints, and undertook appropriate remedial action. The Library referred complaints about the lack of external signage to the responsible body, the National Capital Authority.

CONSULTANCY SERVICES

The Library entered into 25 new consultancy contracts during 2009–10, at a total actual expenditure of \$1,201,274 (inclusive of GST). In addition, 15 ongoing consultancy contracts involving total actual expenditure of \$1,083,952 remained active. The Library selected consultants in accordance with processes described in its Procurement and Contract Guidelines. Major new consultancies involved business and financial analysis to develop a business case for additional digital services funding; software technology development for improved collection access for Library users; and technical analysis and design of improvements to the building's fire services. Consultancies with an individual value of \$10,000 or more are listed in Appendix F.

ADVERTISING AND MARKET RESEARCH

In 2009–10, the Library contracted one advertising and market research organisation for an amount in excess of \$10,900 to provide non-recruitment and non-tender advertising at a total cost of \$80,261 (inclusive of GST) (see Table 3).

Table 3 Advertising and market research, 2009–10

Organisation	Cost (\$)	Purpose
Adcorp	80,261	Newspaper advertising promoting the Library
Total	80,261	

CORPORATE MANAGEMENT

Corporate management activities strive to provide staff with the skills, tools and environment they need to operate at the highest levels within a building that continues to meet access and storage demands associated with a national collection. Along with these functions, the Library plays a part in corporate management across other collecting and portfolio agencies through participation in the Corporate Management Forum. Particular challenges during 2009–10 were the need to create a new enterprise agreement and to ensure effective redevelopment of public spaces as part of constructing the Treasures Gallery.

PEOPLE MANAGEMENT

The Library has, since 2000, outsourced use of the Aurion Human Resources Management Information System (HRMIS) to administer its employees' pay and conditions. During 2009–10, the Library purchased the Aurion HRMIS and in-sourced its administration, which has provided increased functionality, enhanced reporting capabilities, and greater efficiency of pay-related service delivery.

Workforce planning

The Workforce Planning Committee, which meets quarterly, oversees development and implementation of the Library's Strategic Workforce Plan and workforce planning initiatives. The Library developed the Strategic Workforce Plan 2009–11 in response to changes in workforce demographics as well as its operating environment and strategic directions. Improving recruitment capability was a key focus for 2009–10. To this end, the Library procured an e-recruitment system that was fully implemented by October 2009 and staff have received extensive training in recruitment and selection processes.

Staff once again participated in the annual Australian Public Service Commission State of the Service Employee Survey. The Library scored exceptionally well in several areas, including employee perceptions of agency management, effective communication with senior leaders, 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. As well, most employees rated the Library as a good place to work.

Industrial democracy

The terms and conditions of employment for all its non senior executive service (SES) staff are provided through the *National Library of Australia Enterprise Agreement 2010–11*, which came into effect on 18 June 2010 and replaced the *National Library of Australia Collective Agreement 2007–10*. The new agreement complies with the *Fair Work Act 2009*, National Employment Standards and the Australian Government Bargaining Framework. The main variations instituted by the new agreement are increases to salary and roll-in of performance pay. All non-SES staff whose conditions were previously

determined by an Australian Workplace Agreement (AWA) conditionally terminated their AWAs before the Enterprise Agreement took effect.

The Library's Consultative Committee continues to serve as an effective forum for consultation and discussion between management, staff and unions. The committee met four times during 2009–10, discussing matters such as healthy work–life initiatives, policies, energy savings and collective and enterprise agreement issues.

Remuneration (including non-salary benefits)

The Council, in accordance with the Principal Executive Officer Classification Structure and Terms and Conditions, determines the Director-General's remuneration. At 30 June 2010, terms and conditions of employment, such as non-salary benefits like access to vehicles and mobile phones, for all seven SES staff continued to be determined through AWAs. At 30 June 2010, 104 non-SES staff had enhanced benefits through salary supplementation. This number will reduce to 43 on 8 July 2010 when the salary rates in the *National Library of Australia Enterprise Agreement 2010–11* come into effect.

Table 4 shows the salary ranges for classifications below SES level and the number of employees at each level.

Table 4 Salary ranges below SES level and number of employees, at 30 June 2010

Classification	Salary range (\$)	Number of employees
EL 2	94,069 – 124,800	32
EL 1	81,620 – 104,875	68
APS 6	63,817 – 88,149	83
APS 5	59,087 – 62,991	79
APS 4	52,974 – 57,745	79
APS 3/Graduate	47,531 – 52,427	89
APS 2	41,731 – 47,400	60
APS 1	36,873 – 40,753	1

All ongoing and longer-term non-ongoing staff participated in the Library's Performance Management Framework. Progression through the non-restricted pay points for ongoing non-SES staff is subject to achieving a satisfactory performance rating.

Fraud risk assessment and fraud control

The Library reviewed and updated its Fraud Risk Assessment and Fraud Control Plan in 2009–10. Under the Library's Fraud Management Policy, all staff must be aware of their responsibilities to prevent, detect, report and investigate fraud against the Commonwealth. To achieve this, the Corporate Management Group has agreed that fraud awareness training be mandatory for all staff. Consequently, during 2009–10 a series of training sessions was provided to new staff and 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 its specific needs and comply with the Commonwealth Fraud Control Guidelines.

Ethical standards

The *National Library Enterprise Agreement 2010–11* endorses the Library's commitment to, and compliance with, the APS Code of Conduct and Values. The Library's newly developed online induction, which all staff are required to complete on commencement, includes a module that promotes the APS Code of Conduct and Values. The Performance Management Framework Policy reinforces these standards and the Library conducts assessments every six months for all staff. The Fraud Management Policy continued to be promoted with specific training sessions during 2009–10, including fraud awareness, corporate induction and skills for new supervisors.

The Library continues to be a member of the Ethics Contact Officer Network, which supports the Australian Public Service Commission's Ethics Advisory Service. While the Library encourages staff to use the service to discuss their concerns about ethical issues, they have also been reminded of internal mechanisms for dealing with work-related ethical issues.

Disability strategy

The Library is committed to supporting staff and visitors with a disability to achieve an inclusive and positive experience. The Library developed its Disability Action Plan 2010–12 to align with the Commonwealth Disability Strategy, for the categories of provider, employer and purchaser, and in compliance with the *Disability Discrimination Act 1992*. The Library participated in the Australian Public Service Commission's State of the Service Agency Survey for Employment of People with Disability; the Library awaits feedback.

The Library's Disability Contact Officer continued supporting people within the workplace with a disability and worked in collaboration with the Australian Government's JobAccess initiative. The Library implemented work-related adjustments and workplace modifications to enable employees with a disability to perform their duties to their full potential.

To enhance awareness of workplace disability issues, the Library offered employees the opportunity to attend briefings on mental health and the employee assistance program, and provided resources from the National Mental Health Strategy and Beyond Blue. Managers were offered the opportunity to participate in training for supporting staff with psychological health issues.

The Library implemented a data collection survey, with disability defined using the Australian Bureau of Statistics' *Disability, Ageing and Carers: Summary of Findings 2003* definition. The Library's HRMIS was upgraded to enhance recordkeeping and reporting. This information is a useful basis upon which to identify and communicate with employees

who may need case management and support. The Disability Contact Officer liaises with other government organisations, including the ACT Deafness Resource Centre, JobAccess and the Independent Living Centre, for professional advice.

The Library makes provision for reimbursing employees for computer screen-based assessments and purchase of spectacles.

The Library's Service Charter sets out the standard of service users can expect from the Library and includes a feedback form for quality improvement and assurance to help the Library continuously improve its services to the Australian community.

Workplace diversity

At 30 June 2010, 70 per cent of Library staff were female and approximately 24 per cent identified themselves as being from a culturally and linguistically diverse background. The Library's Workplace Diversity Program was supported through continuation of the Mature Age Staff Strategy and revised recruitment and selection processes.

The Library is committed to promoting workplace diversity and being sensitive to the needs of Aboriginal and Torres Strait Islander peoples, and has reinforced this commitment in its new *National Library of Australia Enterprise Agreement 2010–11*. The Library has established a minimum employment target of Indigenous employees and in order to reach this target is using resources available through the Australian Public Service Commission and the Department of the Environment, Water, Heritage and the Arts. These resources include the Indigenous Graduate Program and Indigenous employment strategies and networks to help attract and retain Indigenous employees.

Occupational health and safety

The Library continued achieving high standards of occupational health and safety performance in its day-to-day operations and fulfilled its duty of care to staff through providing and maintaining a safe and healthy working environment. The safety of contractors, users and members of the public is also of prime consideration.

Two committees help monitor occupational health and safety activities within the Library: the Health and Safety Committee – comprising management and health and safety representatives – and the First Aid Committee.

Initiatives undertaken during 2009–10 included:

- reviewing the Health and Safety Management Arrangements using Comcare's self-assessment guidance tools
- participating in Comcare's National Proactive Campaign to assess jurisdictional Health and Safety Management Arrangements and workplace consultation processes
- conducting structured occupational health and safety hazard identification assessments and implementing an online reporting tool for all employees to efficiently notify hazards for resolution

- acquiring an occupational health and safety module as part of the Library's HRMIS to provide more effective recordkeeping and enhanced reporting capabilities; this will enable the Library to capture statistics consistent with Comcare's *Better Practice Guide: OHS Reporting in Annual Reports*
- conducting regular training for managers and supervisors in support of their roles in maintaining a safe and healthy workplace
- ensuring early intervention for compensable and non-compensable cases, including management communication and consultation with treating practitioners and the employee
- conducting a 'Reframe and Refocus: Building Resilience' training program, delivered by a consultant psychologist; the program was based on acceptance commitment therapy enabling participants to maintain their functioning under pressure, setbacks and adversity
- continuing the Library's Employee Assistance Program, with special briefings by the program provider on work-life balance, understanding depression, sleep hygiene, collegial workplaces, developing resilience and mental health
- conducting training in dealing safely with conflict for employees with customer service responsibilities in their day-to-day duties, to help them to perform in a manner that is safe and without risk to their health
- offering H1N1 and seasonal influenza vaccination to employees onsite and reimbursement of vaccination costs to employees electing to receive it from their treating practitioner
- promoting the Heart Foundation's Heart Week in May 2010 and giving employees an opportunity to participate in an individual Heart Health Check
- supporting a health presentation from BreastScreen ACT to raise awareness of breast cancer and screening.

After several years of declining premium rates the Library's Comcare premium rate increased slightly in 2009–10 (see Table 5).

**Table 5 Premiums for injuries suffered, 2006–07 to 2009–10
(as a percentage of wages and salaries)**

Premium rates	2006–07 (%)	2007–08 (%)	2008–09 (%)	2009–10 (%)
National Library of Australia	1.73	1.09	1.03	1.13
All agencies combined (for comparison)	1.77	1.55	1.36	1.25
National Library of Australia as a per cent of all agencies	97.70	70.32	75.74	90.40

Table 6 Reporting requirements under the *Occupational Health and Safety Act 1991*

Section 68 occurrences	Notification and reporting of accidents and dangerous occurrences	There were two notifications
Section 45 directions	Power to direct that workplace, etc. not to be disturbed	No directions were issued
Section 29 notices	Provisional improvement notices	No notices were issued
Section 30 notices	Duties of employers in relation to health and safety representatives	No notices were issued
Section 41 investigations	Investigations addressing non-compliance and possible breaches	There was one investigation
Section 46 notices	Power to issue prohibition notices	No notices were issued
Section 47 notices	Power to issue improvement notices	No notices were issued

ASSET MANAGEMENT

The Library's assets include its collection, plant and equipment, and land and buildings.

Collection asset

The collection is the Library's major asset, upon which many of its services are based. The total value of the collection at 30 June 2010 was \$1.445 billion.

Plant and equipment

The Asset Management Committee continued to play both a strategic and operational coordinating role in its whole-of-life plant and equipment management. The committee oversees the Library's asset management plan and coordinates asset acquisition programs for each financial year. It also develops and monitors a four-year forward asset acquisition program for strategic planning purposes and an asset disposal program for items reaching the end of their useful life.

The Library undertook a review of non-building plant and equipment in 2009–10 to help develop a medium-term asset replacement program. The major focus was on communication and information technology and collection storage assets.

Major asset acquisitions in 2009–10 included purchasing information technology network infrastructure equipment and shelving, and upgrading the horizontal book delivery system.

The total value of plant and equipment at 30 June 2010 was \$10.736 million.

Land and buildings

The Library's land and buildings were valued at \$186.204 million at 30 June 2010 and encompassed the main building located in the Parliamentary Zone and a repository at Hume. The Building Works Coordination Committee manages the major components of these assets. The committee uses a 15-year strategic management plan to set the direction for building works, including a supporting maintenance program and a five-year building capital works plan, both of which are reviewed annually and approved by Council.

The Library also has a separate Strategic Building Master Plan to guide its future refurbishments. The plan provides direction for Library facility planning and outlines estimated costs associated with the proposed works. It endeavours to separately group together staff spaces, public areas and stack spaces to improve functional workflows as well as to provide greater efficiency for planning.

The Library undertook two major capital works projects in 2009–10, namely:

- design of the Treasures and Exhibition Gallery was completed in May 2010 – construction is scheduled for completion in mid to late 2011
- upgrade of the fire services commenced in July 2009 – scheduled for completion in mid 2011.

The Library completed a number of other capital works projects in 2009–10, including upgrading the entire closed circuit television system throughout the Library, constructing a new Friends Lounge on Level 4, and relocating the food services contractor's office and store area to Lower Ground Floor 1. The Library continued working with the National Capital Authority, to ensure the upgrade to the Humanities and Science Campus Redevelopment project, which commenced in September 2008, reflects stakeholder needs. The works around the Library forecourt and fountain were completed in January 2010.

Heritage Management Strategy

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

Under the strategy, the Library prepared a Conservation Management Plan exposure draft. This satisfies sections 341S and 341V of the *Environment Protection and Biodiversity Conservation Act 1999*, and provides the framework and basis for conservation and good management of the Library building, in recognition of its heritage values. The plan outlines the Library's history and construction of its building, describes the elements that have heritage significance, and assesses that significance using the Commonwealth Heritage List criteria. The plan is being finalised for presentation to the Minister for Environment Protection, Heritage and the Arts.

The Library developed and significantly upgraded a policy for managing its Historical Furniture Register; the final update will be completed in late 2010.

Security and business continuity

The Library's Emergency Planning Committee, comprising senior staff responsible for corporate communications, staff security, the collection, reader services, the building and other assets, oversees all aspects of the Library's protective security and business continuity planning.

The Library maintains strong policy and practices to ensure a safe, secure and accessible collection. The Library uses external service providers for training of staff and managers in current risk management techniques. This ensures the Library remains abreast of emerging risk management and business continuity concepts and approaches, which has helped keep business interruptions to a minimum.

The Library undertook enhanced security reporting during 2009–10 that enabled it to identify and implement further improvements to security management.

Energy consumption and environmental management

The Library is committed to enhancing, protecting and sustaining the environment. The Library has continued to improve its environmental performance and the sustainability of Library operations throughout 2009–10. Initiatives the Library has employed to reduce the environmental impact of its operations include:

- monitoring, reviewing and reporting utility consumption to help staff focus on reducing greenhouse gas production
- upgrading plant and equipment to optimise energy efficiency
- incorporating specific references in its procurement and purchasing documentation relating to whole-of-lifecycle costing
- taking steps to reduce and recycle waste.

The Library has recently engaged a consultant to help further develop its environmental management system consistent with its obligations as a Commonwealth agency and to comply with Australian and international standards. The project will ensure the Library's environmental management policy is consistent with ISO 14001 requirements and is being effectively communicated with staff and other stakeholders.

Purchasing

Consistent with core Australian Government purchasing policies and principles, the Library continued focusing on cost-effective contract management and procurement practices. Its contracted lawyers reviewed the Library's procurement and contract related model templates to ensure they still meet Australian Government good practice, promote appropriate levels of governance, and reflect terminology and conventions applicable to the commercial environment.

In March 2009, the Library developed a prequalified multi-use list of potential suppliers to provide electronic resources for subscription to libraries through the Electronic Resources Australia service. Creation of this list is consistent with the Commonwealth Procurement Guidelines' purchasing methodology for frequently procured services and products. The Library issued the first Request for Application for Inclusion inviting suppliers to join the multi-use list in February 2010. The Library will review the list annually through approaches to the open market.

The Library market tests and uses outsourcing options when it is demonstratively cost beneficial. Consistent with a whole-of-government approach to cooperative and coordinated procurement, the Library joined the Department of the Environment, Water, Heritage and the Arts' panel of contracted legal services providers. Similarly, the Library is participating in the new whole-of-government travel arrangements and has joined another Commonwealth agency's standing offer for freight and mail room services. Under examination is a possible value-for-money option of participating with the Department's standing offer agreement for stationery supplies.

Project management methodology

All divisions continue to support use of the Library's project management methodology. A number of large projects underway, including the Treasures Gallery refurbishment, are finding the methodology a useful tool in guiding planning, authorisation and implementation of the various works and tasks.

Grants and awards

In 2009–10 the Library operated nine grant and award programs, namely:

- **Community Heritage Grants.** The Library awarded 75 grants of up to \$15,000 each to help community organisations preserve and manage nationally significant cultural heritage collections. Financial support and assistance for this grants program were received from the Department of the Environment, Water, Heritage 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 of Australia, this fellowship provides a significant professional development opportunity for a Library staff member. The 2010 Fellowship was awarded to Ms Emma Jolley for travel to the United Kingdom to attend a conference on managing digital archival collections.
- **Harold White Fellowships.** The Library funded four fellowships, awarded to established scholars and writers – Dr Bronwen Douglas, Dr Lynne McCarthy, Dr Sheridan Palmer and Dr Priscilla Roberts – to spend between three and four months at the Library researching collection material in their areas of expertise.
- **Japan Fellowships.** Fellowships of three to six months are funded from the Harold S. Williams Trust. One fellowship was awarded in 2009–10 to Dr Donna Weeks.
- **Japan Study Grants.** These grants, funded from the Harold S. Williams Trust, support scholars in Japanese studies who live outside Canberra to undertake research in the Library's Japanese and Western languages collections for up to four weeks. Grants were awarded to Dr Masako Gavin, Dr Akiko Tomatsuri, Mr Erik Ropers, Ms Amy Newland and Dr Thomas Wilkins.

- **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 2010 Fellowship was awarded to Ms Sophie Viravong to investigate use of Web 2.0 technology for library outreach programs. Sophie attended workshops and sessions at the American Library Association Conference in Washington DC, and held meetings with relevant staff of the Library of Congress.
- **National Library of Australia National Folk Festival Fellowship.** With assistance from the National Folk Festival, the Library provided a four-week residency to Ms Christine Mimmocchi to research original source materials in its collections and to prepare for a performance at the National Folk Festival in Canberra in 2010.
- **Norman McCann Summer Scholarships.** Funded by Mrs Pat McCann, the Library awarded two scholarships of six weeks duration to young Australians, Ms Elizabeth Todd and Ms Ruth Morgan, to undertake research on topics in Australian history or Australian literature.
- **Seymour Summer Scholarships.** Funded by Dr John and Mrs Heather Seymour, the Library awarded this scholarship of six weeks duration to Ms Petra Mahy to support biographical research.

Cooperation on corporate management issues

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, risk management, information technology, and facilities management with a view to achieving economies of scale, sharing experiences and encouraging best practice.

The forum met three times during the year. Among matters it considered were collection storage, asset and risk management, depreciation funding, the *Fair Work Act 2009* and enterprise agreements, and the impact of the global financial crisis.

INFORMATION TECHNOLOGY

The Library uses information technology to support discovery, management and delivery of its collections; to support its corporate functions; and to enhance staff efficiency. A focus in recent years has been to develop software and infrastructure for building and managing the Library's digital collections. The Library has also developed software to support discovery of collections held in Australian libraries and other collecting institutions. The Library uses information technology to support its website and other web publishing activities. The required information technology and communications infrastructure is provided in-house.

INNOVATION

During 2009–10 the Library released *Trove*, a new free service that supports discovery of Australian collections (see the Director-General's review and the Report of operations).

The Library also undertook a range of information technology development activities aimed at improving its services. Major new information technology-based services the Library implemented included:

- **Sprightly**, a rights management system that enables staff to more efficiently describe and manage the often-complex intellectual property rights and restrictions associated with collection items.
- **Archivists' Toolkit**, an open source archival data management system that supports staff in acquisition and management of the Library's manuscript collection, bringing considerable improvements in workflow and efficiency.

Preservation of digital content remains a significant problem for collecting institutions around the world. During the last decade, the Library has implemented a number of systems to support acquisition, management and delivery of digital content. These systems are now approaching the end of their life and are increasingly unable to manage and safely store the Library's digital collections. One of the Library's greatest challenges is replacement of these systems with a digital repository and preservation system to meet current and future needs.

The Library continued actively using and contributing software to the open source community. In 2009–10, the Library added three new software collections to LibraryForge, an open public web-based code repository that hosts its open source software development projects.

The Library also expanded its social networking capability in 2009–10 with implementation of blogs, a Facebook page and a Twitter presence.

INFRASTRUCTURE AND SERVICES

During 2009–10 the Library’s digital collection nearly doubled in size and is now approaching 1 petabyte of storage (see Figure 8). The major contributor to storage growth was the *Australian Newspapers* service; the largest digital collection the Library now holds (see Figure 9). During 2009–10 the Library completed a fifth Australian whole-of-domain web harvest, archiving an additional 600 million web items, thereby bringing this collection to over 3 billion items, which needs a total storage capacity of over 170 terabytes.

Figure 8 Growth in digital collection storage, January 2003 to June 2010

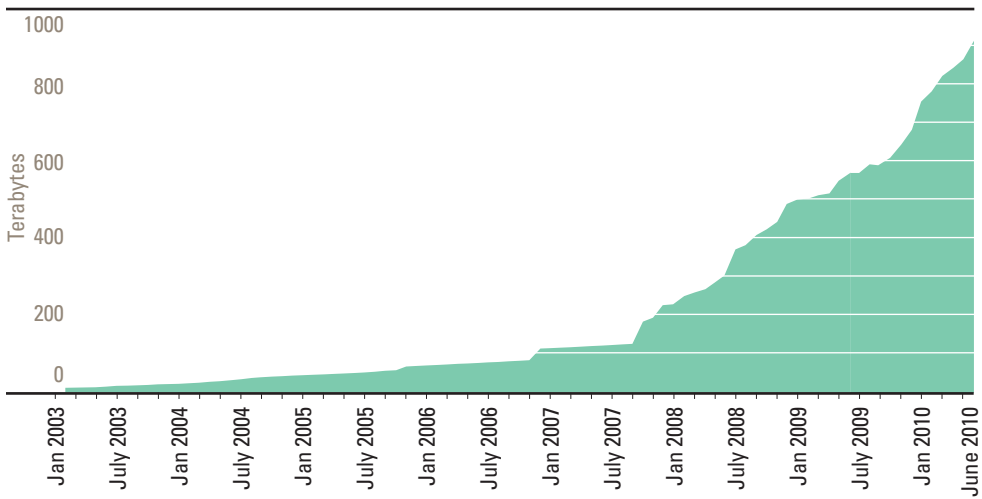
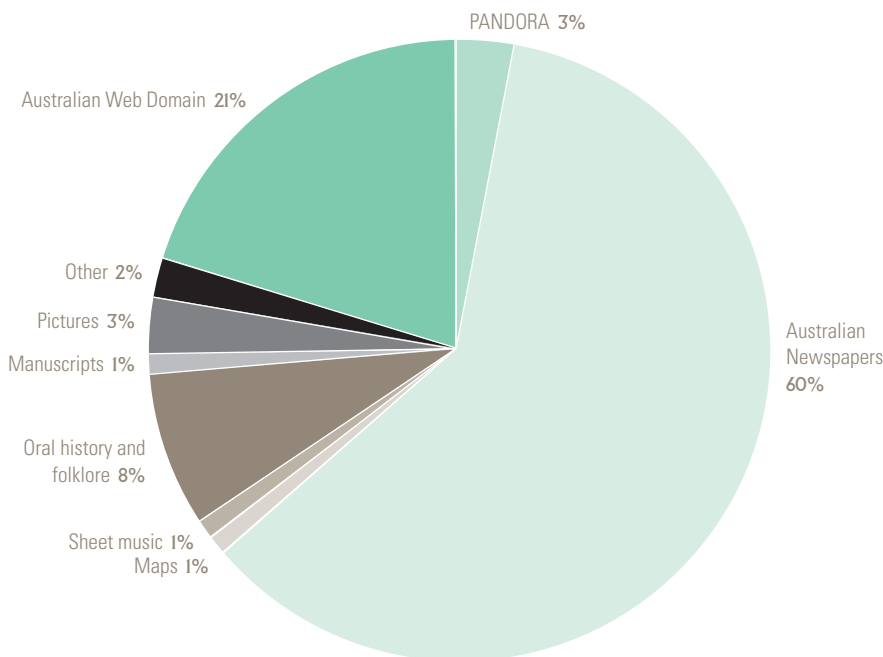


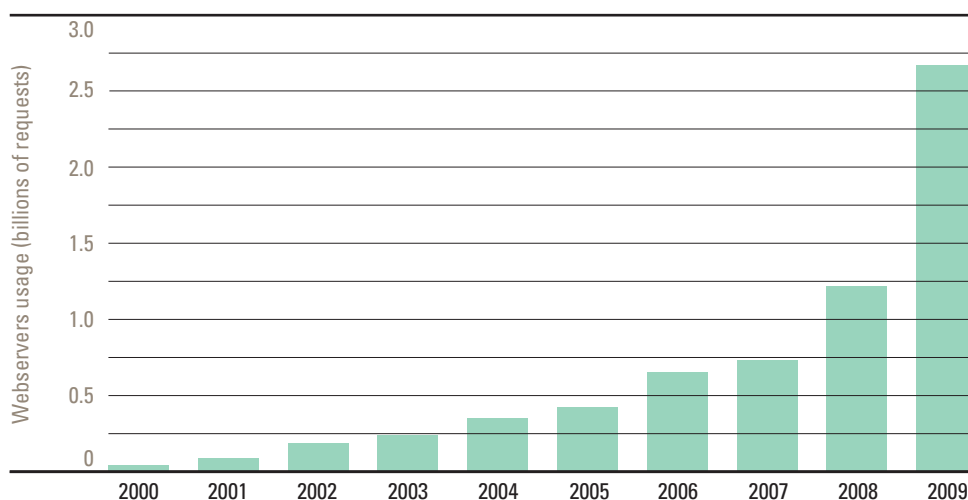
Figure 9 Digital collection storage, by material, 2009–10



The Library also supports a substantial infrastructure to enable discovery of, and access to, its own and other collections. The number of requests handled by Library web servers has grown by a factor of 78 since 2000 (see Figure 10). The primary drivers of the strong growth in activity in 2009 were the catalogue and the *Australian Newspapers* service.

Analysis of web usage statistics has identified the significant role that web search engines, such as Google, play in exposing and promoting use of the Library's online services and collections to the general community. In 2009–10, 90 per cent of all traffic to the catalogue was through search engines and 66 per cent of visitors to newspapers were directed to the site from search engines.

Figure 10 Use of Library web services, 2000–09



Following Vision Australia's 2008–09 examination of the accessibility of the Library's web services for those with a visual impairment, the Library made changes to its website. A second review found a substantial improvement in the accessibility of the Library's website. As well, the Government 2.0 Taskforce reviewed the accessibility of government websites and selected the Library's *Australian Newspapers* website as one of five sites to assess. It was found to be the most 'generally accessible' (see <gov2.net.au/blog.2009/12/18/accessibility-contest-announcement>).

These storage and access services must be supported by reliable information technology infrastructure. The average availability during the year of nine key service areas is shown in Table 7. The target availability of 99.5 per cent was met for all services except *Libraries Australia*, which experienced outages due to a software component licensed by the Library. Despite an upgrade to hardware and efforts to optimise software performance, these problems remain only partially solved. The Library has begun planning for redevelopment of the affected module.

Table 7 Availability of nine key service areas, 2009–10

Service	Availability (%)
Local Area Network	99.96
File Services (Microsoft Windows Servers)	99.92
Email (Microsoft Exchange)	99.94
Web service	99.97
Integrated Library Management System	99.91
<i>PANDORA: Australia's web archive</i>	99.51
Finance One	100.00
<i>Libraries Australia</i>	99.16
<i>Picture Australia</i>	99.99

Under its asset management program, the Library continued regularly replacing or upgrading information technology infrastructure. This year the Library achieved several important milestones, namely:

- provision of additional storage capacity to support digital collections, in particular newspaper digitisation
- replacement of the Library's end-of-life tape library
- extension of external public wireless access around the Library podium
- migration of the *Libraries Australia* search server to a new hardware platform
- rollout of Microsoft Office 2007, after considerable delays due to compatibility issues with some of the Library's corporate systems
- implementation of a videoconference facility.

In 2009–10, the Library undertook a number of activities to improve the energy efficiency of its information technology infrastructure. These activities included:

- additional server virtualisation to reduce power consumption – the Library has now virtualised 38 servers down to three
- remedial work in the computer room to improve airflow and reduce the load on the air conditioning units
- ensuring desktop PCs and the printer fleet are turned off when not in use
- cleaning of reading room PCs, removing dust to improve airflow and reduce fan speed.

The Australian
WOMEN'S WEEKLY
 Over 750,000 Copies Sold Every Week
 AUGUST 18, 1954
 Registered in Australia for transmission by post as a newspaper
 PRICE 2

NEW SERIAL—LIFT-OFF NOVEL—TEENAGE SECTION

The **Argus**
 MELBOURNE, FRIDAY, JULY 13, 1945
 16 PAGES PRICE 3d

MR CHIFLEY NEW PRIME MINISTER
HAD ABSOLUTE MAJORITY IN CAUCUS BALLOT

JAPS STIFFEN RESISTANCE AT BALIKPAPAN
 Fierce Defence of Airstrip

SABANG HIT ATTEMPT BY BRITISH TASK FORCE
 Assassinate Hirohito

JAPS DIG IN ON BITTENDY FIVE ISDS

HE CHIFLEY WAS LATE FAVOURITE

HAVELOCK READY RUBBED TOBACCO

Also available in Tin Packet

LATE EDITION
The Sydney Morning Herald
 NATIONALISATION OF
 AUSTRALIAN CURRENCY
 Price 2d

JAPAN CAPITULATES
DELIRIOUS JOY IN AUSTRALIA
PLANS FOR SURRENDER

The announcement yesterday morning that Japan had capitulated was received with delirious joy by the peoples of the United Nations.

Cease fire in the Pacific was ordered by the Allies at 9.15 a.m. yesterday.

In Sydney immense crowds took part in scenes of unbridled emotion and gaiety.

Events of Historic Day

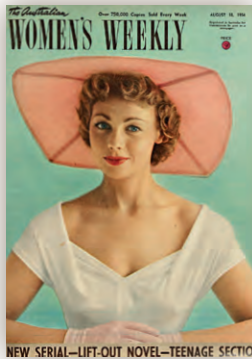
HARBOUR ROCKETS SIGNAL FIRST NIGHT OF PEACE

Sold 17, 1959
 Registered in Australia for transmission by post as a newspaper
The Australian
WOMEN'S WEEKLY
 Over 800,000 Copies Sold Every Week
 PRICE 2

Hand-knits for winter holidays



REPORT OF OPERATIONS



CLOCKWISE FROM TOP LEFT:
The Australian Women's Weekly, 17 June 1959
The Argus, 13 July 1945, p.1
The Australian Women's Weekly, 18 August 1954
The Sydney Morning Herald, 16 August 1945, p.1

The Library's objective is to ensure Australians have access to a national collection of library material to enhance learning, knowledge creation, enjoyment and understanding of Australian life and society.

Performance reporting in this chapter is based on the Library's outcome and program structure set out in the Portfolio Budget Statements 2009–10. The Library has one outcome.

Enhanced learning, knowledge creation, enjoyment and understanding of Australian life and society by providing access to a national collection of library material.

In 2009–10 the National Library achieved this outcome through three strategies:

1. Collecting and preserving Australia's documentary heritage
2. Providing access to the National Library's collections
3. Collaborating nationally and internationally.

Table 8 provides details of funds appropriated and spent in support of this outcome in 2009–10.

Table 8 Deliverables: Funds appropriated and spent, 2009–10

	Budget 2009–10 (\$'000)	Actual 2009–10 (\$'000)	Variation to budget (\$'000)
		3rd Quarter PBS	
Departmental appropriations	\$50.044	\$50.044	\$0
Revenue from other sources	\$10.015	\$13.718	\$3.703

STRATEGY 1

COLLECTING AND PRESERVING AUSTRALIA'S DOCUMENTARY HERITAGE

Ensure a comprehensive record of Australian history and endeavour, and a selected record of the world's knowledge, is collected, cared for and made accessible. Australian library materials and a selection of non-Australian publications will be collected, catalogued and preserved by the Library for current and future access.

Major initiatives

Implement a new international standard for the bibliographic description of library materials. The Library will assist all Australian libraries to move to the Resource Description and Access standard in 2009–10.

For several years the Library has participated in an international collaborative initiative to develop a new international standard for bibliographic description designed for the digital age – Resource Description and Access (RDA). The emphasis in RDA is on helping users to find, identify, select and obtain resources that meet their needs for information. RDA was released in June 2010 and the Library, together with the Australian Committee on Cataloguing, is now developing a strategy to prepare, train and support the Australian library community for national implementation of RDA in 2011.

Develop a strategy to strengthen our capacity so that we can significantly expand our collecting of Australian digital content and develop solutions to preserve this material for long-term access.

The Library faces a critical resource challenge to bring its digital collection management systems up to the scale and functionality required to ensure the community's long-term access to digital content.

Within this constraint, the Library began implementing the recommendations of its 2009 major review of web archiving activities to increase the capacity for collecting digital content. These included experimental introduction of new tools and approaches to improve workflows for collecting web resources, as well as progressing negotiations, through the Australian Government Information Management Office, to formalise a government-wide agreement to streamline the collecting of Australian government websites.

A strategy has been prepared to facilitate the direct deposit of digital materials not available on the web or unable to be harvested from the web. The Library has also contributed to an international effort to document the technical environment on which digital access depends, with the aim of making this information widely available to guide risk assessment and future preservation programs.

Continue to review and improve our collection management workflows through internal efficiencies.

Work continued during the year on making the Library's collection available via the online catalogue in a more efficient and streamlined way. The conversion of lists, including finding aids and donor created lists, enabled creation of over 8,000 catalogue records using a semi-automated process. This process has been of particular benefit in cataloguing the Library's maps, music and pictures collections. The use of record templates has also made cataloguing more efficient. Together these two techniques have enabled efficient creation of more than 3,500 pictures catalogue records. The open source Archivists' Toolkit was implemented to improve collection management and description workflows for the Library's manuscripts collections.

The current stack sequences for Australian publication were closed at the end of 2009 and separate sequences established for monographs received and serials published after 1 January 2010. The new monograph sequences are shelved in running number order, rather than by Dewey classification, which will lead to storage space savings and workflow efficiencies in processing new material and stack management activities. The running number generator tool created by the Library's Information Technology staff has proved so efficient and easy to use it is being used to replace paper registers for other collections, such as sheet music.

Issues and developments

For almost two decades, the Library's Cooperative Newspaper Microfilming Program has provided funding to state and territory libraries to preserve newspapers that may be fragile, in heavy demand, or otherwise at risk of deteriorating. Throughout this time over 150 newspaper titles have been microfilmed as a preservation and access strategy. The Program ceased in June 2010, leaving a significant legacy of preserved Australian history.

The Department of Families, Housing, Community Services and Indigenous Affairs is funding two major oral history projects. The first will record oral histories of Australians who grew up in institutions, orphanages and foster care through the last century, including child migrants. A project manager has been appointed, the scope of the project established, and 13 pilot interviews recorded. In collaboration with the National Museum of Australia, a website <<http://forgottenaustralianshistory.gov.au/>> was developed to coincide with the Prime Minister's Apology to Forgotten Australians.

The second project has enabled a selection of oral history interviews, recorded for the *Bringing Them Home* project, to be made available online. A website <<http://www.nla.gov.au/digicoll/bringing-them-home-online.html>> providing access to these interviews was launched on the eve of the second anniversary of the Prime Minister's Apology to the Stolen Generations.

The Library commenced a pilot project for the daily archiving of the online version of a major Australian newspaper, *The Sydney Morning Herald*. Subject to a review of the pilot and wider international experience, the Library aims to expand the program.

A number of cataloguing projects that have been underway over several years were completed; of note is the *Collection de la Révolution Française* consisting of 12,000 pamphlets published during the French Revolution. In addition, a project to record all of the Library's manuscript collections in the online catalogue was finalised.

Significant collections treated by Preservation Services staff throughout the year included four rare navigation charts created for the Vereenigde Oost-Indische Compagnie (Dutch East India Company) in the 1730s, several rare atlases and the manuscript collection of Professor Graeme Clark, inventor of the cochlear implant. Preservation treatment and digitisation of the Library's rare and fragile collection acquired from the London Missionary Society, which relates to the Taiping Rebellion (1850–64) and Christianity in China, was completed. The collection is available online and has been well received by researchers.

In December 2009 Mr Wishnu Hardi was appointed Manager of the Library's Indonesian Acquisitions Office, located in the Australian Embassy, Jakarta. He replaced Ms Tieke Atikah, the Library's Australian-based officer, who returned to Canberra in December after two years as Regional Manager. The Library changed to local management of its Indonesian Acquisitions Office as a cost-saving measure.

The Library made significant progress with upgrading storage equipment and improving storage of its collections. Between August and December 2009, a new sliding screen storage system was installed to house framed works in the Pictures Collection. The new screen storage provides more suitable accommodation for framed works and will provide additional growth for this collection. In October 2009 work commenced on replacing three large banks of motorised mobile shelving units in one of the storage areas housing a large proportion of the Australian print collection. The new shelving installation was completed in June 2010.

In November 2009 the National Archives of Australia removed its records from temporary storage in the Hume Repository and vacated 10 kilometres of shelf space. Between January and April 2010 overseas serials published before 2005 and lower use manuscript collections were transferred to the Hume Repository to create additional space within the main Library building to house new acquisitions. Fifteen kilometres of print material has been relocated within the main Library building to redistribute space throughout the growing print collections. This task will continue into the new financial year.

Performance

Table 9 shows deliverables and key performance indicators in relation to developing, storing and maintaining the National Collection in 2009–10.

Table 9 Develop, store and maintain the National Collection: Deliverables and Key Performance Indicators, 2009–10

	Measure	Target	Achieved
Deliverables	Collection items stored and maintained [#]	6,148,000	6,179,116
	Items catalogued or indexed [#]	82,400	90,821
Key Performance Indicators	National Collection – Processing [%]	95.0%	84.0%
	National Collection – Storage [%]	95.0%	95.8%

Figure 11 Number of collection items stored and maintained, 2006–07 to 2009–10

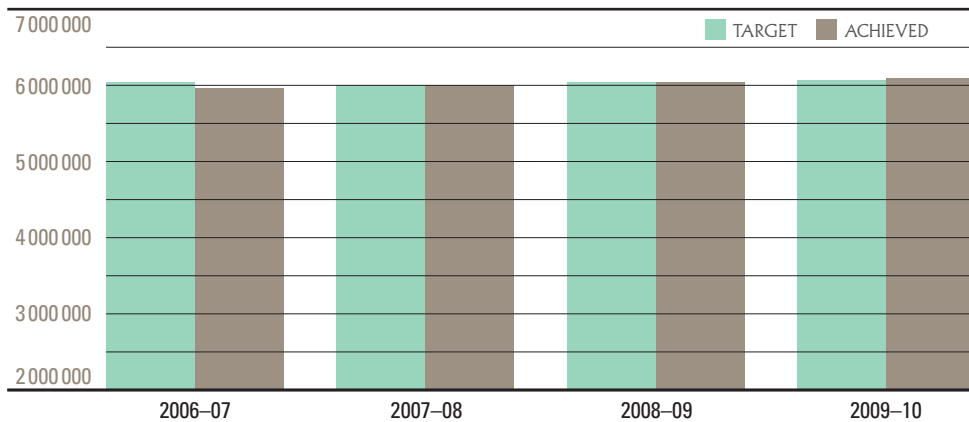
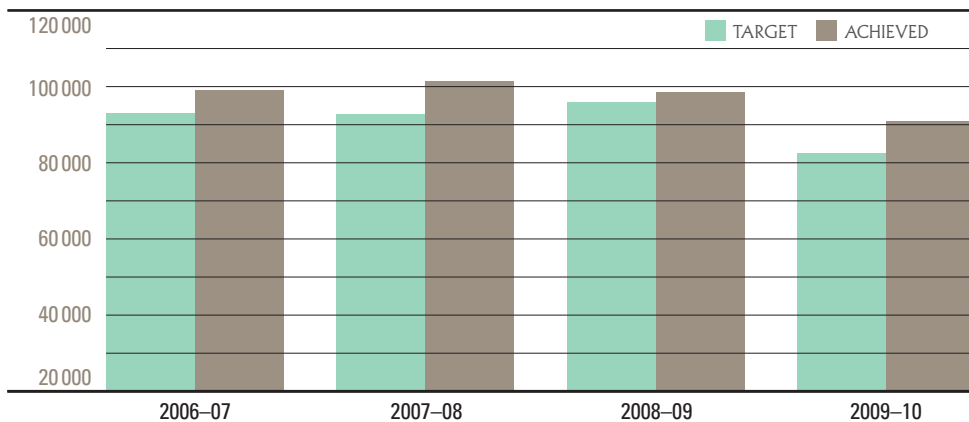


Figure 12 Number of collection items catalogued or indexed, 2006–07 to 2009–10



The 2009–10 targets were exceeded. Higher than expected acquisitions resulted in an increase in the materials requiring cataloguing.

Table 10 National Collection – Processing [%]

Achieved			Target	Achieved
2006–07	2007–08	2008–09	2009–10	
97.1%	95.0%	95.0%	95.0%	84.0%

The 2009–10 target was not met. This measure includes the quality of cataloguing, indexing and check-in, and the timeliness of cataloguing. Targets for quality of indexing and check-in were met or exceeded. The target for cataloguing quality was not met due to an increased need for training of new cataloguers. The timeliness target was not achieved due to an unexpected increase in the quantity of material received for processing.

Table 11 National Collection – Storage [%]

Achieved			Target	Achieved
2006–07	2007–08	2008–09	2009–10	
92.1%	96.0%	95.1%	95.0%	95.8%

The target was met.

STRATEGY 2

PROVIDING ACCESS TO THE NATIONAL LIBRARY'S COLLECTIONS

To deliver, nationally and internationally, information services providing access to the National Library collection that will meet the needs of library users for rapid and easy access to collections and other resources.

Major initiatives

Commence construction of a Treasures Gallery, which will enable the National Library to permanently display its iconic, rare and important collection items to the public. A new general exhibition gallery and entrance to the main reading room will form part of the project.

The design process for the new Treasures Gallery, Exhibition Gallery and entrance to the Main Reading Room was completed by Cunningham Martyn Design in May 2010. Information about the designs has been made available on the Library website and in a display on the ground floor of the Library. Construction is scheduled to begin in late 2010 and it is anticipated that the galleries will open in the last quarter of 2011.

Continue planning for the redevelopment of the Library's reading room facilities to ensure they provide easy and integrated access to our collections and information services.

The changes to the entrance to the Main Reading Room, arising from construction of the new galleries, will provide improved services for readers who wish to work informally in small groups, a new service desk, and better workflows behind the scenes for handling the over 165,000 publications issued each year in the reading room. After completion of the Treasures Gallery, there will be further improvements to reader services, including integration of Newspapers and Microforms services into an enlarged Main Reading Room on the ground floor.

Continue a major project to digitise out-of-copyright Australian newspapers.

Since 2007 the Library, in collaboration with the Australian state and territory libraries, has been actively digitising Australian historic newspapers. Three years into a four-year program, 2 million pages consisting of over 22 million articles are now freely available online to the public.

Digitisation of a number of major Australian daily newspapers, including out-of-copyright issues of *The Sydney Morning Herald* and *The Argus*, has now been completed. *The Queenslander* has been digitised with funding from the Centre for the Government of Queensland, digitisation of *The Longreach Leader* was funded by the Longreach Regional Council and digitisation of the *Liverpool Herald* was funded by the Liverpool City Council.

Public engagement with *Australian Newspapers 1803–1954* continues to be high with over 9,000 members of the public helping to enrich and enhance the newspaper content by correcting the electronically translated text, adding subject tags and annotating articles.

Commence a major project to digitise Australian journals, beginning with *The Australian Women's Weekly*.

The Australian Women's Weekly Digitisation Project commenced in July 2009 to digitise and make publicly available issues of *The Australian Women's Weekly* from 10 June 1933 to 15 December 1982 (when the magazine changed from a weekly to a monthly publication). Once completed, approximately 210,000 pages – or the first 50 years of *The Australian Women's Weekly* – will be able to be freely browsed and searched online.

An associated aspect of this project has been to build and improve the Library's physical collection of *The Australian Women's Weekly*. While some issues have been identified as missing, others have been damaged over time due to high usage of the collection. Members of the public responded to a call by the Library to locate missing issues and have donated over 120 issues to assist in building the Library's collection.

The project is being undertaken in association with Australian Consolidated Press and the State Library of New South Wales.

Continue the development of a rights management system to facilitate access for users to in-copyright resources.

The Library reached a major milestone with the implementation of the Rights Management System, Sprightly. The central repository of rights information is accessible from the staff view of the catalogue. New rights agreement forms, based on a generic master, are now in use by all collecting areas.

The introduction of an automated rights management system has allowed the copyright status of collection items to be displayed in three key services: *Libraries Australia*, *Trove*, and the National Library's catalogue. The rights information allows the public to make choices about how to access and reuse resources.

Issues and developments

The number of onsite requests for collection material increased by 3 per cent in the Main Reading Room and 8 per cent in the Newspapers and Microforms Reading Room. The Library also experienced significant increases in the number of onsite requests for special collection material for use in specialist reading rooms, including Oral History (+36%) and Maps (+12%).

Requests for copies and loans from offsite clients rose significantly with a 13.7 per cent increase in requests supplied through the Library's Copies Direct and inter-library loans services. These significant increases are largely due to greater visibility of the Library's catalogue records through Internet search engines and the OCLC WorldCat database. The number of reference enquiries from offsite clients also rose 13 per cent.

More than 15,000 collection items were digitised and made available online during the year. They included items planned for display in the Library's Treasures Gallery, as well as significant pictures, maps, sheet music, posters and ephemera.

Free Wi-Fi access in the Library's internal public spaces was extended to the outside perimeter of the building and access to wireless printing was also introduced in the

Main Reading Room. The Library also commenced a successful pilot program using volunteers to assist with front-of-house enquiries on weekends and public holidays. This has resulted in an improved service to weekend visitors.

During 2009–10, the Library established a presence on several social media sites, including Facebook and Twitter, to engage with the community and extend the reach of its collection. Major events are now routinely recorded and made available online to improve access to the Library’s public events program.

The Library’s publications and merchandise are distributed nationally through 1,100 retail outlets and online through its website. Sales have continued to grow throughout 2009–10 with 13 new book titles and six new merchandise items added to the list. Bookshop sales increased approximately 5 per cent on the previous year and the online shop performance has exceeded expectations.

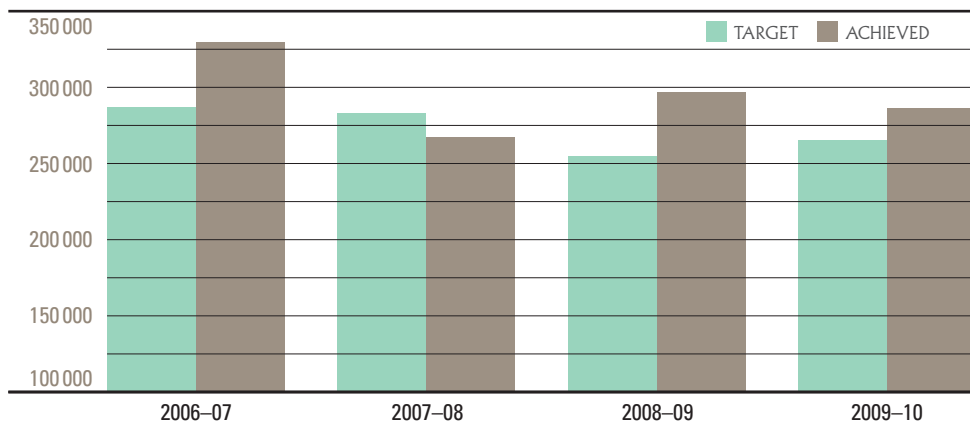
Performance

Table 12 shows deliverables and key performance indicators in relation to providing access to the National Collection and other documentary resources in 2009–10.

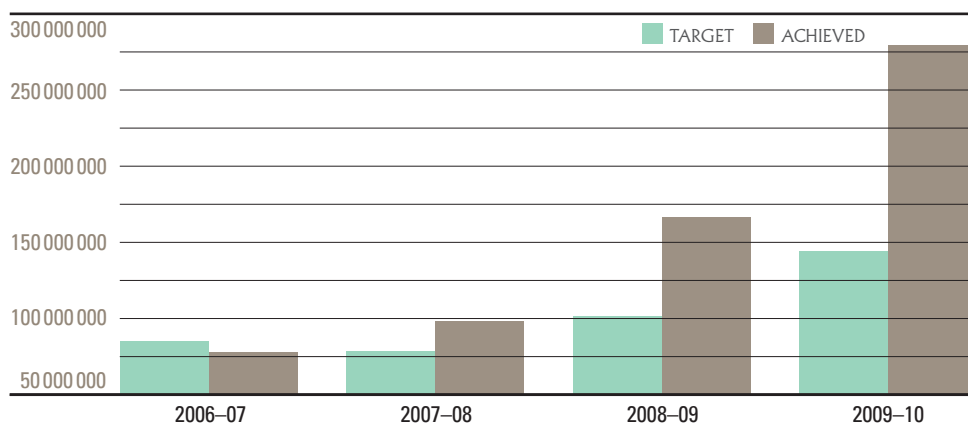
Table 12 Provide access to the National Collection and other documentary resources: Deliverables and Key Performance Indicators, 2009–10

	Measure	Target	Achieved
Deliverables	Physical collection items are delivered to users [#]	265,000	285,138
	Website access – pageviews [#] (millions)	143	279
Key Performance Indicators	Collection Access – Service Charter [%]	100%	100%
	National Collection delivered [% growth]	4.0%	–3.5%
	Website Access – pageviews [% growth]	7.0%	78.1%

Figure 13 Number of physical collection items delivered to users, 2006–07 to 2009–10



The 2009–10 target was met.

Figure 14 Website access – pageviews, 2006–07 to 2009–10

The 2009–10 target was met.

Table 13 Collection Access – Service Charter [% growth]

Achieved			Target	Achieved
2006–07	2007–08	2008–09	2009–10	
100.0%	100.0%	100.0%	100.0%	100.0%

The 2009–10 target was met.

Table 14 National Collection delivered [% growth]

Achieved			Target	Achieved
2006–07	2007–08	2008–09	2009–10	
-10.9%	-17.6%	10.1%	4.0%	-3.5%

There was an atypical increase in Pictures Collection requests from special interest groups in 2008–09; as a result there was a decline in requests for Pictures Collection material in 2009–10.

Table 15 Website access – pageviews [% growth]

Achieved			Target	Achieved
2006–07	2007–08	2008–09	2009–10	
6.1%	23.2%	63.3%	7.0%	78.1%

The 2009–10 target was exceeded. This reflects the continuing increased usage of the website by individuals as well as a range of automated activities such as indexing by search engines, bots and crawlers.

STRATEGY 3

COLLABORATING NATIONALLY AND INTERNATIONALLY

To provide and support collaborative projects and services that will lead to improved national access to documentary resources, and to efficiencies in the operation of Australian libraries.

Major initiatives

Continue a major project to integrate the Library's online services so Australians can find the information they need through a single point of access.

The Library launched its new flagship discovery service, *Trove*, in November 2009. *Trove* combines a vast range of information from the Library's collaborative services and provides tools for the general public to engage with the content by adding tags and comments and by creating lists. More detailed information about *Trove* is given in the Director-General's review.

Participate in a Mellon Foundation funded project led by Duke University in the United States to develop an open source library system to support its internal collection management.

The Library's role in the OLE (Open Library Environment) Project concluded in November 2009. The Project, which was funded by the Mellon Foundation and managed by Duke University, developed a design statement for a new generation library management system. The Library is not participating in the next stage of the Project, to build the proposed system, but will monitor its progress and may contribute software as open source where appropriate.

Work collaboratively with the state and territory libraries on a major project which aims to transform services offered by the national, state and territory libraries to better meet the needs of Australians for access to library services in the digital age.

Last year the Library joined with the state and territory libraries and the National Library of New Zealand in an ambitious set of projects known as *Re-imagining Libraries*. These projects aim to allow the partner libraries to better meet the needs of Australians for access to library services in the digital age.

The Library is leading two of these projects:

- The Open Borders Project, which is developing a collaborative approach, through *Trove*, giving the public improved access to electronic resources that are subscribed to by the national, state, territory and public libraries.
- The Description and Cataloguing Project, which is developing new ways of sharing, through *Libraries Australia* and *Trove*, information about the partners' hidden collections and collections that are not catalogued at the item level.

The Library is participating actively in four other projects:

- The 'Do it Now' Project, which is moving forward on actions (such as wireless services and clearer copyright access guidelines) that are easy to implement and will improve user access to collections.
- The Virtual Reference Project, which is developing a new service model for reference services.
- The Delivery Project, which will plan and implement improvements in delivery of collection items through inter-library loan and document supply services from any of the partner libraries to the users of any of these libraries, including a trial of a home delivery service.
- The Collaborative Collections Project, which will identify new models for collaborative development of the collections of the partner libraries, covering both their physical collections and their e-resource subscriptions.

Issues and developments

The Director-General's review has described the introduction of the Library's new integrated discovery service, *Trove*. In its first eight months, *Trove* provided information about 93 million items and attracted 1,291,704 unique visitors.

The data harvested by the Library's new program to aggregate biographical metadata, known as People Australia, was also integrated into *Trove*. Initial collaborators included the Australian Women's Register, the Australian Dictionary of Biography Online, the Dictionary of Australian Artists Online and the Encyclopedia of Australian Science.

Performance

Table 16 shows deliverables and key performance indicators in relation to providing and supporting collaborative projects and services in 2009–10.

**Table 16 Provide and support collaborative projects and services:
Deliverables and Key Performance Indicators, 2009–10**

	Measure	Target	Achieved
Deliverables	Agencies subscribing to key collaborative services [#]	2,071	2,090
	Records / items contributed by subscribing agencies [#]	2,561,000	4,474,130
Key Performance Indicators	Collaborative services standards and timeframes [%]	98.0%	97.8%

Figure 15 Number of agencies subscribing to key collaborative services, 2006–07 to 2009–10

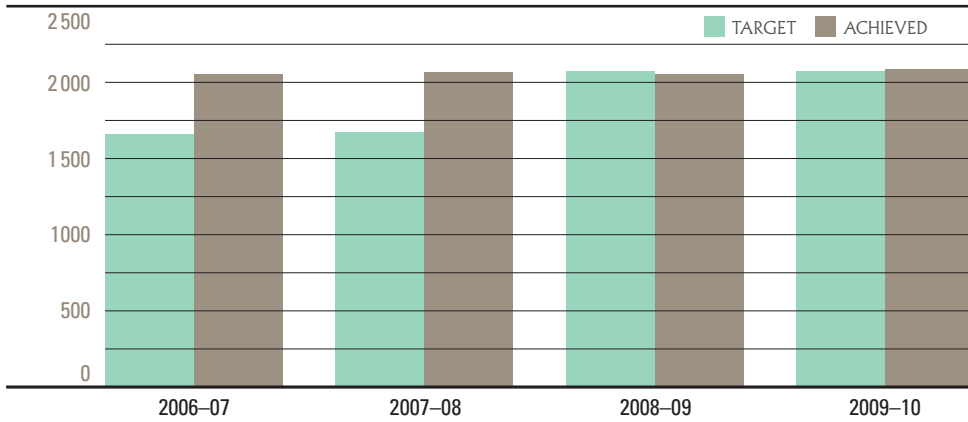
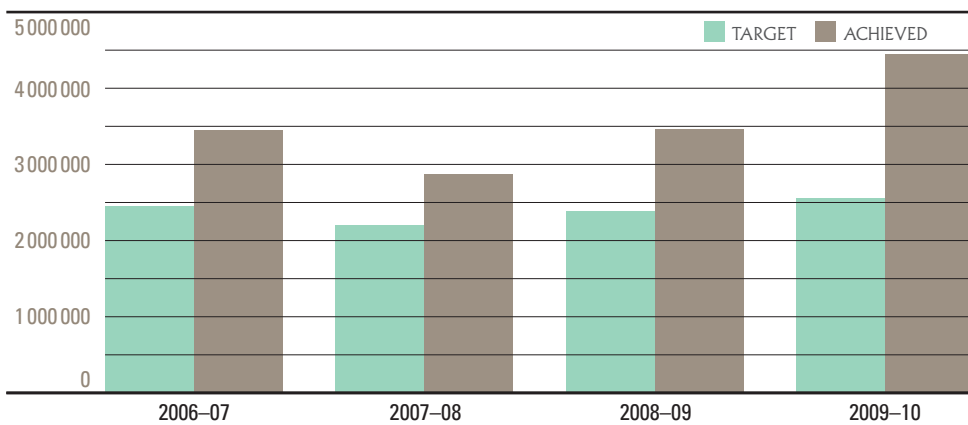


Figure 16 Number of records/items contributed by subscribing agencies, 2006–07 to 2009–10



The 2009–10 target was exceeded as a result of increased contributions from subscribing agencies and loading of ‘Table of Contents’ data from the Library of Congress.

Table 17 Collaborative services standards and timeframes [%]

Achieved			Target	Achieved
2006–07	2007–08	2008–09	2009–10	
98.0%	99.4%	99.0%	98.0%	97.8%

The 2009–10 target was essentially met.

March 11, 1964
Over 300,000 Copies Sold Every Week

The Australian WOMEN'S WEEKLY

10 good tips on grooming by women in the public eye

THIS WATTLE MAY BECOME AUSTRALIA'S OFFICIAL EMBLEM

PLUS 6-PAGE BOOKBOOK OF PERFECT HAIR

THE ARGUS
MELBOURNE, TUESDAY, SEPTEMBER 9, 1947
20 SHEETS
PRICE 2d

Shorter week from January 1 makes strike unlikely

40 HO'RS 'WELL RECEIVED' BY UNIONS

Overtime clause may be a difficulty

How Court order operates

STANDARD rates in Australian industry will be 40 a week, instead of 44, from the first pay period in January, under a settlement effected by the Full Arbitration Court yesterday.

Under the agreement, the 40-hour week will be introduced in 1948, and the 44-hour week will be phased out by 1950. The 40-hour week will be introduced in 1948, and the 44-hour week will be phased out by 1950.

Early efforts are likely to be directed at overtime clauses, and higher rates and fringe benefits.

It is expected that the 40-hour week will be introduced in 1948, and the 44-hour week will be phased out by 1950.

US pilot told police of bomb plot

WAS ASKED TO RAID LONDON

AN American citizen living in New York has been told by police that he was asked to raid London in connection with a bomb plot.

AVERTING CUT IN POWER: JUDGE TELLS PREMIER EXPECTS PEACE

THEY SAY THE EFFECT WILL BE —

Another triumph for Natural History Offer PURE SILK HOSE

FROM THE ARGUS 10411 CLASSIFIED ADS 19481

The ARGUS

THREAT OF EGG FAMINE

This plan will work, says Minister

"IMMEDIATE START" ON HUGE HOMES PROJECT

It's off—at last

Slums and camps "first to go"

Orders placed

What the P.M. said

Flooding cuts 3 towns off

Britain disturbed

Clear slums

Weather for today

Men needed to save grape crop

SHIP ORDERED TO UNLOAD

Suits for men

TAILORED TO MEASURE

DELIVERY IN FRIDGE OR 2 WEEKS

SWING

THE ARGUS

March 21, 1964

Over 330,000 Copies Sold Every Week

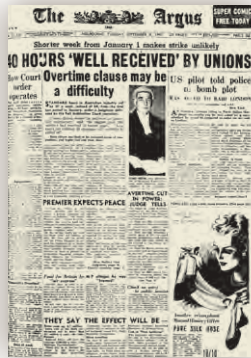
The Australian WOMEN'S WEEKLY

THE LATEST CRAZE CLOWNS TO MAKE 16-PAGE LIFT-OUT NEW TRAVEL BOOK

MARY QUANT FOUR-PIECE—PAGE 12

BABY'S MEDICAL RECORD—PAGE 65

4 FINANCIAL STATEMENTS



CLOCKWISE FROM TOP LEFT:
The Australian Women's Weekly, 31 July 1963
The Argus, 9 September 1947, p.1
The Australian Women's Weekly, 23 March 1966
The Argus, 9 February 1950, p.1

AUDITED FINANCIAL STATEMENTS

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INDEPENDENT AUDITOR'S REPORT

To the Minister for Environment Protection, Heritage and the Arts

Scope

I have audited the accompanying financial statements of the National Library of Australia for the year ended 30 June 2010, which comprise: a Statement by the Council Members and Chief Financial Officer; Statement of Comprehensive Income; Balance Sheet; Statement of Changes in Equity; Cash Flow Statement; Schedule of Commitments; Schedule of Contingencies; Schedule of Asset Additions; and Notes to and forming part of the Financial Statements, including a Summary of Significant Accounting Policies.

The Council Members' Responsibility for the Financial Statements

The Council Members 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*, including the Australian Accounting Standards (which include 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. I have conducted my audit 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 Members, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I 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*, including the Australian Accounting Standards; 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 2010 and its financial performance and cash flows for the year then ended.

Australian National Audit Office



Peter Kerr
A/Executive Director
Delegate of the Auditor-General
Canberra
6 August 2010

STATEMENT BY COUNCIL MEMBERS AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2010 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*, as amended.

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 

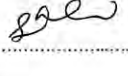
I. Hay
Deputy Chair

6 August 2010

Signed 

J. Fullerton
Director-General

6 August 2010

Signed 

G. Linehan
Chief Financial Officer

6 August 2010

NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF COMPREHENSIVE INCOME
for the period ended 30 June 2010

	Notes	Consolidated		NLA	
		2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
EXPENSES					
Employee benefits	2A	36,750	34,606	36,750	34,606
Supplier expenses	2B	17,200	16,976	17,050	16,877
Grants	2C	466	427	426	408
Depreciation and amortisation	2D	19,232	17,792	19,232	17,792
Finance costs	2E	-	1	-	1
Write-down and impairment of assets	2F	193	222	193	222
Other	2G	14	32	14	32
Total expenses		73,855	70,056	73,665	69,938
LESS:					
OWN-SOURCE INCOME					
Own-source revenue					
Sale of goods and rendering of services	3A	7,733	7,717	8,138	8,104
Interest	3B	2,503	3,194	2,279	2,933
Royalties	3C	275	403	263	387
Other	3D	3,207	4,492	2,991	3,312
Total own-source revenue		13,718	15,806	13,671	14,736
Gains					
Sale of assets	3E	5	26	5	26
Other	3F	12	1	12	1
Total gains		17	27	17	27
Total own-source income		13,735	15,833	13,688	14,763
Net cost of services		60,120	54,223	59,977	55,175
Revenue from Government	3G	50,624	60,030	50,624	60,030
Surplus (Deficit) attributable to the Australian Government		(9,496)	5,807	(9,353)	4,855
OTHER COMPREHENSIVE INCOME					
Changes in asset revaluation reserves		6,847	(14,049)	6,847	(14,049)
Total comprehensive income (loss) attributable to the Australian Government		(2,649)	(8,242)	(2,506)	(9,194)

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

**NATIONAL LIBRARY OF AUSTRALIA
BALANCE SHEET**
as at 30 June 2010

	Notes	Consolidated				NLA		
		2010 \$'000	2009 \$'000	2008 \$'000	2010 \$'000	2009 \$'000	2008 \$'000	
ASSETS								
Financial Assets								
Cash and cash equivalents	4A	4,136	7,198	3,971	3,741	6,522	2,985	
Trade and other receivables	4B	1,782	1,226	1,737	1,678	1,168	1,618	
Other investments	4C	52,135	48,519	49,416	47,679	44,200	45,613	
Other	4D	767	829	633	774	829	880	
Total financial assets		58,820	57,772	55,757	53,872	52,719	51,096	
Non-Financial Assets								
Land and buildings	5A, C	186,204	180,101	170,243	186,204	180,101	170,243	
National collection, property, plant and equipment	5B, C	1,456,080	1,455,229	1,483,777	1,456,080	1,455,229	1,483,777	
Intangibles	5D, E	4,888	5,007	5,322	4,888	5,007	5,322	
Inventories	5F	1,836	1,565	1,501	1,675	1,394	1,331	
Other	5G	1,793	2,040	1,816	1,793	2,040	1,816	
Total non-financial assets		1,650,801	1,643,942	1,662,659	1,650,640	1,643,771	1,662,489	
Assets held for sale		550	550	-	-	-	-	
Total Assets		1,710,171	1,702,264	1,718,416	1,704,512	1,696,490	1,713,585	
LIABILITIES								
Payables								
Suppliers	6A	4,300	4,844	5,430	4,293	4,852	5,429	
Grants	6B	31	21	31	21	21	31	
Other	6C	1,277	1,113	1,103	1,274	1,113	1,103	
Total payables		5,608	5,978	6,564	5,588	5,986	6,563	

NATIONAL LIBRARY OF AUSTRALIA
BALANCE SHEET - Continued
as at 30 June 2010

	Notes	Consolidated				NLA	
		2010 \$'000	2009 \$'000	2008 \$'000	2010 \$'000	2009 \$'000	2008 \$'000
Interest Bearing Liabilities							
Leases		-	-	17	-	-	17
Total interest bearing liabilities		-	-	17	-	-	17
Provisions							
Employee provisions	7	11,195	10,012	9,688	11,195	10,012	9,688
Total provisions		11,195	10,012	9,688	11,195	10,012	9,688
Total Liabilities		16,803	15,990	16,269	16,783	15,998	16,268
Net Assets		1,693,368	1,686,274	1,702,147	1,687,729	1,680,492	1,697,317
EQUITY							
Contributed equity		30,748	21,005	28,636	30,748	21,005	28,636
Reserves		235,944	229,097	243,146	235,944	229,097	243,146
Retained surplus		1,426,676	1,436,172	1,430,365	1,421,037	1,430,390	1,425,535
Total Equity		1,693,368	1,686,274	1,702,147	1,687,729	1,680,492	1,697,317

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

The balance sheet as at 30 June 2008 has been disclosed, as the Finance Ministers Orders for reporting periods ending on or after 1 July 2009 requires trade creditors and accruals to be aggregated, where in prior years accrued expenses were recorded against other payables. As a consequence the balance sheets for 30 June 2009 and 30 June 2008 have been restated.

NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF CHANGES IN EQUITY (CONSOLIDATED)
for the period ended 30 June 2010

	Retained Earnings		Asset Revaluation Reserves		Contributed Equity / Capital		Total Equity	
	2010	2009	2010	2009	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance								
Balance carried forward from previous period	1,436,172	1,430,365	229,097	243,146	21,005	28,636	1,686,274	1,702,147
Adjusted opening balance	1,436,172	1,430,365	229,097	243,146	21,005	28,636	1,686,274	1,702,147
Comprehensive income								
Other comprehensive income	-	-	6,847	(14,049)	-	-	6,847	(14,049)
Surplus (Deficit) for the period	(9,496)	5,807	-	-	-	-	(9,496)	5,807
Total comprehensive income	(9,496)	5,807	6,847	(14,049)	-	-	(2,649)	(8,242)
of which: Attributable to the Australian Government	(9,496)	5,807	6,847	(14,049)	-	-	(2,649)	(8,242)
Transactions with owners								
Distributions to owners								
Returns of capital:								
Restructuring	-	-	-	-	-	(8,661)	-	(8,661)
Contributions by owners								
Equity injection	-	-	-	-	9,743	1,030	9,743	1,030
Sub-total transactions with owners	-	-	-	-	9,743	(7,631)	9,743	(7,631)
Transfers between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	1,426,676	1,436,172	235,944	229,097	30,748	21,005	1,693,368	1,686,274
Closing balance attributable to the Australian Government	1,426,676	1,436,172	235,944	229,097	30,748	21,005	1,693,368	1,686,274

NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF CHANGES IN EQUITY (NLA)
for the period ended 30 June 2010

	Retained Earnings		Asset Revaluation Reserves		Contributed Equity / Capital		Total Equity	
	2010	2009	2010	2009	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance								
Balance carried forward from previous period	1,430,390	1,425,535	229,097	243,146	21,005	28,636	1,680,492	1,697,317
Adjusted opening balance	1,430,390	1,425,535	229,097	243,146	21,005	28,636	1,680,492	1,697,317
Comprehensive income								
Other comprehensive income	-	-	6,847	(14,049)	-	-	6,847	(14,049)
Surplus (Deficit) for the period	(9,353)	4,855	-	-	-	-	(9,353)	4,855
Total comprehensive income	(9,353)	4,855	6,847	(14,049)	-	-	(2,506)	(9,194)
of which: Attributable to the Australian Government	(9,353)	4,855	6,847	(14,049)	-	-	(2,506)	(9,194)
Transactions with owners								
Distributions to owners								
Returns of capital:								
Restructuring	-	-	-	-	-	(8,661)	-	(8,661)
Contributions by owners								
Equity injection	-	-	-	-	9,743	1,030	9,743	1,030
Sub-total transactions with owners	-	-	-	-	9,743	(7,631)	9,743	(7,631)
Transfers between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	1,421,037	1,430,390	235,944	229,097	30,748	21,005	1,687,729	1,680,492
Closing balance attributable to the Australian Government	1,421,037	1,430,390	235,944	229,097	30,748	21,005	1,687,729	1,680,492

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

NATIONAL LIBRARY OF AUSTRALIA
CASH FLOW STATEMENT
for the period ended 30 June 2010

	Notes	Consolidated		NLA	
		2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
OPERATING ACTIVITIES					
Cash received					
Goods and services		8,556	9,080	8,946	9,704
Receipts from Government		50,603	60,010	50,603	60,010
Interest		2,200	3,308	2,022	2,985
Net GST received		1,240	1,755	1,240	1,755
Other		350	1,175	136	555
Cash received on behalf of others		324	357	324	357
Total cash received		63,273	75,685	63,271	75,366
Cash used					
Employees		(36,631)	(35,153)	(36,631)	(35,153)
Suppliers		(17,640)	(18,594)	(17,525)	(18,500)
Borrowing costs		-	(1)	-	(1)
Other		(459)	(437)	(428)	(418)
Total cash used		(54,730)	(54,185)	(54,584)	(54,072)
Net cash from (used by) operating activities	8	8,543	21,500	8,687	21,294
INVESTING ACTIVITIES					
Cash received					
Proceeds from sales of property, plant and equipment		10	27	10	27
Investments		41,386	94,124	36,964	86,240
Total cash received		41,396	94,151	36,974	86,267
Cash used					
Purchase of property, plant and equipment		(16,435)	(19,278)	(16,435)	(19,278)
Purchase of intangibles		(1,307)	(932)	(1,307)	(932)
Investments		(45,002)	(93,227)	(40,443)	(84,827)
Total cash used		(62,744)	(113,437)	(58,185)	(105,037)
Net cash from (used by) investing activities		(21,348)	(19,286)	(21,211)	(18,770)
FINANCING ACTIVITIES					
Cash received					
Contributed equity		9,743	1,030	9,743	1,030
Total cash received		9,743	1,030	9,743	1,030
Cash used					
Repayment of borrowings		-	(17)	-	(17)
Total cash used		-	(17)	-	(17)
Net cash from (used by) financing activities		9,743	1,013	9,743	1,013
Net increase (decrease) in cash held		(3,062)	3,227	(2,781)	3,537
Cash and cash equivalents at the beginning of the reporting period		7,198	3,971	6,522	2,985
Cash and cash equivalents at the end of the reporting period	4A	4,136	7,198	3,741	6,522

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

NATIONAL LIBRARY OF AUSTRALIA
SCHEDULE OF COMMITMENTS
as at 30 June 2010

	Consolidated		NLA	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
BY TYPE				
Commitments receivable				
GST recoverable on commitments	465	571	465	571
Other	<u>2,121</u>	<u>1,721</u>	<u>2,121</u>	<u>1,721</u>
Total commitments receivable	<u>2,586</u>	<u>2,292</u>	<u>2,586</u>	<u>2,292</u>
Commitments payable				
Capital commitments				
Buildings	1,009	1,385	1,009	1,385
Infrastructure, plant and equipment	229	244	229	244
Collections ¹	<u>151</u>	<u>475</u>	<u>151</u>	<u>475</u>
Total capital commitments	<u>1,389</u>	<u>2,104</u>	<u>1,389</u>	<u>2,104</u>
Other commitments				
Operating leases ²	2,328	3,029	2,328	3,029
Other ³	<u>3,527</u>	<u>3,084</u>	<u>3,527</u>	<u>3,084</u>
Total other commitments	<u>5,855</u>	<u>6,113</u>	<u>5,855</u>	<u>6,113</u>
Net commitments by type	<u>4,658</u>	<u>5,925</u>	<u>4,658</u>	<u>5,925</u>
BY MATURITY				
Commitments receivable				
Other commitments receivable				
One year or less	1,794	1,328	1,794	1,328
From one to five years	792	903	792	903
Over five years	-	61	-	61
Total other commitments receivable	<u>2,586</u>	<u>2,292</u>	<u>2,586</u>	<u>2,292</u>
Commitments payable				
Capital commitments				
One year or less	1,389	2,104	1,389	2,104
From one to five years	-	-	-	-
Over five years	-	-	-	-
Total capital commitments	<u>1,389</u>	<u>2,104</u>	<u>1,389</u>	<u>2,104</u>
Operating lease commitments				
One year or less	842	842	842	842
From one to five years	1,486	2,187	1,486	2,187
Over five years	-	-	-	-
Total operating lease commitments	<u>2,328</u>	<u>3,029</u>	<u>2,328</u>	<u>3,029</u>
Other commitments				
One year or less	2,497	2,217	2,497	2,217
From one to five years	1,030	867	1,030	867
Over five years	-	-	-	-
Total other commitments	<u>3,527</u>	<u>3,084</u>	<u>3,527</u>	<u>3,084</u>
Net commitments by maturity	<u>4,658</u>	<u>5,925</u>	<u>4,658</u>	<u>5,925</u>

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 and an exhibition workshop which expires in November 2011 with a contingent commitment of \$45,485;
- 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 contingent component of \$313,500.

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

NATIONAL LIBRARY OF AUSTRALIA
SCHEDULE OF CONTINGENCIES
as at 30 June 2010

	Consolidated		NLA	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
Contingent assets				
Claims for damages or costs	3	4	3	4
Total contingent assets	<u>3</u>	<u>4</u>	<u>3</u>	<u>4</u>
Contingent liabilities				
Claims for damages or costs	1,318	1,318	1,318	1,318
Total contingent liabilities	<u>1,318</u>	<u>1,318</u>	<u>1,318</u>	<u>1,318</u>
Net contingent assets (liabilities)	<u>(1,315)</u>	<u>(1,314)</u>	<u>(1,315)</u>	<u>(1,314)</u>

Details of each class of contingent liabilities and contingent assets, including those not included above because they cannot be quantified, are shown in Note 9: Contingent Liabilities and Assets.

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

NATIONAL LIBRARY OF AUSTRALIA
SCHEDULE OF ASSET ADDITIONS
for the period ended 30 June 2010

	Buildings \$'000	Heritage & cultural \$'000	Other infrastructure, plant & equipment \$'000	Intangibles \$'000	Total \$'000
The following non-financial non-current assets were added in 2009-10					
By purchase - Government funding	2,573	10,038	3,824	1,307	17,742
Assets received as gifts/donations/contributions	-	1,699	-	-	1,699
Total additions	2,573	11,737	3,824	1,307	19,441

	Buildings \$'000	Heritage & cultural \$'000	Other infrastructure, plant & equipment \$'000	Intangibles \$'000	Total \$'000
The following non-financial non-current assets were added in 2008-09					
By purchase - Government funding	6,753	9,564	2,961	932	20,210
Assets received as gifts/donations/contributions	-	1,462	-	-	1,462
Total additions	6,753	11,026	2,961	932	21,672

NATIONAL LIBRARY OF AUSTRALIA
INDEX OF THE NOTES TO THE FINANCIAL STATEMENTS
for the period ended 30 June 2010

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NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 1: Summary of Significant Accounting Policies

1.1 Objective of the National Library of Australia

The National Library of Australia (NLA) is an Australian Government controlled entity. The objective of the NLA is to ensure Australians have access to a national collection of library material to enhance learning, knowledge creation, enjoyment and understanding of Australian life and society.

The NLA is structured to meet a single outcome:

Outcome 1: Enhanced learning, knowledge creation, enjoyment and understanding of Australian life and society by providing access to a national collection of library material.

The continued existence of the NLA in its present form and with its present programs is dependent on Government policy and on continuing funding by the Parliament for the NLA's administration and programs.

1.2 Basis of Preparation of the Financial Report

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

The financial statements have been prepared in accordance with:

- Finance Minister's Orders (or FMO) for reporting periods ending on or after 1 July 2009; 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 statements 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 statements are prepared in Australian dollars and values are rounded to the nearest thousand dollars unless otherwise specified.

Unless an alternative treatment is specifically required by an accounting standard or the FMO, 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 entity or a future sacrifice of economic benefits will be required 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. Liabilities and assets that are unrecognised are reported in the schedule of commitments or the schedule of contingencies.

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

1.3 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 16. The accounts of the Library's Trust Accounts are prepared for the period 1 July 2009 to

30 June 2010 using accounting policies consistent with those of the NLA. The effects of transactions and balances between entities are eliminated in full.

1.4 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.

1.5 New Australian 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. Of the new standards, amendments to standards and interpretations issued by the Australian Accounting Standards Board that are applicable to the current reporting period, none have had a material financial impact on the NLA.

Future Australian Accounting Standard Requirements

Of the new standards, amendments to standards and interpretations issued by the Australian Accounting Standards Board that are applicable to future reporting periods, none will have a material financial impact on the NLA.

1.6 Revenue

Revenue from the sale of goods is recognised when:

- the risks and rewards of ownership have been transferred to the buyer;
- the NLA retains no managerial involvement or effective control over the goods;
- the revenue and transaction costs incurred can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the NLA.

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 associated with the transaction will flow to the NLA.

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 the end of the reporting period. Allowances for impairment 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 received in the course of the ordinary activities of the NLA are recognised at their fair value when the asset qualifies for recognition.

Revenues from Government

Funding received or receivable from the Department of the Environment, Water, Heritage and the Arts (appropriated to the Department as a CAC Act body payment item for payment to the National Library) is recognised as Revenue from Government, unless they are in the nature of an equity injection. Other grants received from Government entities (previously classified as other revenue) are included in Revenue from Government in note 3G to comply with the format changes introduced by the Statement of Comprehensive Income.

1.7 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.

Resources received free of charge are recorded as either revenue or gains depending on their nature.

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 NLA, 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.

1.8 Transactions with the Government as Owner

Equity Injections

Amounts that are designated as equity injections for a year are recognised directly in contributed equity in that year.

Restructuring of Administrative Arrangements

Net assets received from or relinquished to another Australian Government agency or authority under a restructuring of administrative arrangements are adjusted at their book value directly against contributed entity.

Other Distributions to Owners

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

1.9 Employee Benefits

Liabilities for short-term employee benefits (as defined in AASB 119) and termination benefits due within 12 months of the end of the reporting period 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.

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 years 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 at the estimated salary rates that will apply at the time the leave is taken, including an on-cost for accruing leave entitlements and the NLA's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination.

The liability for long service leave has been determined by reference to the work of an actuary. 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. The NLA recognises a provision for termination when it 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 NLA are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS), the PSS accumulation plan (PSSap) or a superannuation fund compliant with the *Superannuation Industry (Supervision) Act 1993* nominated by the employee. 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 NLA makes employer contributions to the CSS, PSS and PSSap 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 NLA's employees. Employer contributions to superannuation funds nominated by the employee are made at the same rate as those of the PSSap. The NLA 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.

1.10 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 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 an 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.

1.11 Borrowing Costs

All borrowing costs are expensed as incurred.

1.12 Cash

Cash and cash equivalents includes cash on hand 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.

1.13 Financial Assets

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

- 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 NLA 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'. 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 the end of each reporting period. 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 statement of comprehensive income.

1.14 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. Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis (refer to Note 1.13).

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.

1.15 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 disclosed when settlement is greater than remote.

1.16 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 income 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.

1.17 National Collection, 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, which is a cultural and heritage asset.

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 comparable market transactions.

Following initial recognition at cost, property, plant and equipment and the National Collection are carried at fair values less subsequent 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 in the surplus/deficit. Revaluation decrements for a class of assets are recognised in the surplus/deficit 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:

	<u>2010</u>	<u>2009</u>
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 2010. Where indications of impairment exist, an impairment adjustment is 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 NLA were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

Derecognition

An item of property, plant and equipment is derecognised upon disposal or when no further economic benefits are expected from its use or disposal.

1.18 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 (2008-09: 2 to 10 years).

All software assets were assessed for indications of impairment as at 30 June 2010.

1.19 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.

1.20 Taxation

The NLA 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
- for receivables and payables.

1.21 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.

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

Note 2: Expenses

Note 2A - Employee Benefits

Wages and salaries	27,658	25,968	27,658	25,968
Superannuation:				
Defined contribution plans	1,311	1,103	1,311	1,103
Defined benefit plans	3,530	3,605	3,530	3,605
Leave and other entitlements	4,012	3,617	4,012	3,617
Separation and redundancies	-	86	-	86
Other employee benefits	239	227	239	227
Total employee benefits	36,750	34,606	36,750	34,606

Note 2B - Suppliers

Goods and Services

Access to external databases and records	374	378	374	378
Building services	3,454	3,477	3,453	3,477
Collection preservation	169	132	169	132
Communications	312	285	312	285
Computer services and supplies	1,124	1,048	1,124	1,048
Contractors and consultants	2,555	2,211	2,538	2,177
Cost of goods sold	926	785	904	759
Freight and postage	330	345	330	345
Insurance	342	417	342	417
Magazine and newspaper subscriptions	3,551	3,511	3,551	3,511
Non asset furniture and equipment	305	368	305	368
Non asset software	38	48	38	48
Other	406	582	405	582
Promotion of Library services	543	588	465	565
Promotional publications	204	225	204	225
Stationary, printing and office machine consumables and repairs	530	431	530	431
Training	387	397	387	397
Travel and subsistence	609	666	578	650
Total goods and services	16,159	15,894	16,009	15,795

Goods and services are made up of:

Provision of goods - related entities	3	-	3	-
Provision of goods - external parties	4,882	4,850	4,861	4,824
Rendering of services - related parties	1,387	1,434	1,387	1,424
Rendering of services - external parties	9,887	9,610	9,758	9,547
Total goods and services	16,159	15,894	16,009	15,795

Other supplier expenses

Operating lease rentals - external parties				
Minimum lease payments	744	807	744	807
Workers compensation expenses	297	275	297	275
Total other supplier expenses	1,041	1,082	1,041	1,082
Total supplier expenses	17,200	16,976	17,050	16,877

	Consolidated		NLA	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000

Note 2C - 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	395	367	395	367
Individuals	71	60	31	41
Total grants	466	427	426	408

Note 2D - Depreciation and Amortisation

Depreciation:				
Plant and equipment	1,726	1,525	1,726	1,525
Heritage and cultural assets	12,575	11,488	12,575	11,488
Buildings	3,544	3,562	3,544	3,562
Total depreciation	17,845	16,575	17,845	16,575

Amortisation:				
Leasehold improvements	4	15	4	15
Assets held under finance leases	-	19	-	19

Intangibles:				
Computer software	1,383	1,183	1,383	1,183
Total amortisation	1,387	1,217	1,387	1,217
Total depreciation and amortisation	19,232	17,792	19,232	17,792

Note 2E - Finance Costs

Finance leases	-	1	-	1
Total finance costs	-	1	-	1

Note 2F - Write-Down and Impairment of Assets

Asset write-downs and impairment from:				
Write-down - Inventory	106	151	106	151
Write-down - Plant and equipment from revaluation	44	-	44	-
Bad and doubtful debts expense - Receivables for goods and services	4	2	4	2
Write-offs - Plant and equipment	21	30	21	30
Write-offs - Intangibles - Software	18	39	18	39
Total write-down and impairment of assets	193	222	193	222

	Consolidated		NLA	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000

Note 2G – Other Expenses

Fringe Benefit Tax (Non-remuneration)	<u>14</u>	<u>32</u>	<u>14</u>	<u>32</u>
Total other expenses	<u>14</u>	<u>32</u>	<u>14</u>	<u>32</u>

Note 2H – Operating Expenditure for Heritage and Cultural assets

Operating expenditure	<u>19,072</u>	<u>18,538</u>	<u>18,609</u>	<u>18,060</u>
Total operating expenses	<u>19,072</u>	<u>18,538</u>	<u>18,609</u>	<u>18,060</u>

Operating expenditure for heritage and cultural assets is contained within the statement of comprehensive income, however it is not disclosed as a separate item. It is merely a representation of expenditure relating to heritage and cultural assets.

Note 3: Income

REVENUE

Note 3A – Sale of Goods and Rendering of Services

Provision of goods - related entities	12	4	12	4
Provision of goods - external parties	1,701	1,372	1,665	1,315
Rendering of services - related entities	438	800	438	800
Rendering of services - external parties	<u>5,582</u>	<u>5,541</u>	<u>6,023</u>	<u>5,985</u>
Total sales of goods and rendering of services	<u>7,733</u>	<u>7,717</u>	<u>8,138</u>	<u>8,104</u>

Note 3B – Interest

Deposits	<u>2,503</u>	<u>3,194</u>	<u>2,279</u>	<u>2,933</u>
Total interest	<u>2,503</u>	<u>3,194</u>	<u>2,279</u>	<u>2,933</u>

Note 3C – Royalties

Other	<u>275</u>	<u>403</u>	<u>263</u>	<u>387</u>
Total royalties	<u>275</u>	<u>403</u>	<u>263</u>	<u>387</u>

Note 3D – Other revenue

Resources received free of charge - Collection material	2,865	2,695	2,865	2,695
Grants and other non-reciprocal payments by other entities	88	625	88	500
Donations	215	1,056	-	-
Other revenue	<u>39</u>	<u>116</u>	<u>38</u>	<u>117</u>
Total other revenue	<u>3,207</u>	<u>4,492</u>	<u>2,991</u>	<u>3,312</u>

During 2009-10 the Library received the following grants totalling \$607,273 (refer to notes 3D and 3G) where the expenditure is specifically for a future financial year:

Grantor	Purpose and conditions of the grant	Amount
Australian Paralympic Committee	Funds were provided to support a targeted oral history project.	\$10,000
Department of the Environment, Water, Heritage and the Arts	Funds were provided to be used for the 2010 Community Heritage Grants Program. To assist in meeting both the costs of the grants and the administration of the program.	\$480,000
Friends of the National Library	Funds were provided to support the 2010-11 National Library Travelling Fellowship.	\$10,000
Minerals Council	Funds were provided to support the commencement of Minerals Council of Australia Fellowships in the 2010-11 financial year.	\$27,273
National Archives of Australia	Funds were provided to be used for the 2010 Community Heritage Grants Program. To assist in meeting both the costs of the grants and the administration of the program.	\$20,000
National Film and Sound Archive	Funds were provided to be used for the 2010 Community Heritage Grants Program. To assist in meeting both the costs of the grants and the administration of the program.	\$20,000
National Museum of Australia	Funds were provided to be used for the 2010 Community Heritage Grants Program. To assist in meeting both the costs of the grants and the administration of the program.	\$40,000

Additionally funding of \$30,000 was received during the 2009-10 financial year from the Queensland Chapter of the Don Dunstan Foundation to support a targeted oral history project of which there has been expenditure of \$6,480 in the 2009-10 financial year.

Grants recognised as income in a previous reporting period and where the expense was recognised in the 2009-10 financial year total \$709,492 (2008-09: \$500,000).

The Library also receives donations to its Trust Funds which are detailed at Note 16.

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

GAINS

Note 3E – Sale of assets

Property, plant and equipment				
Proceeds from sale	10	27	10	27
Carrying value of assets sold	(5)	(1)	(5)	(1)
Selling expense	-	-	-	-
Net gain from sale of assets	5	26	5	26

	Consolidated		NLA	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000

Note 3F – Other gains

Sale of plant and equipment under the capitalisation threshold - proceeds	12	1	12	1
Total other gains	12	1	12	1

REVENUE FROM GOVERNMENT

Note 3G – Revenue from Government

Department of the Environment, Water, Heritage and the Arts				
CAC Act body payment item	50,044	57,680	50,044	57,680
Grants:				
Community Heritage Grants Program	480	450	480	450
Department of Families, Housing, Community Services and Indigenous Affairs				
Grants:				
Bringing Them Home Oral Histories Project	-	100	-	100
Forgotten Australians Oral History Project	-	1,700	-	1,700
Museum of Australian Democracy at Old Parliament House				
Grants:				
Targeted Oral History Interviews	20	20	20	20
National Archives of Australia				
Grants:				
Community Heritage Grants Program	20	20	20	20
National Film and Sound Archive				
Grants:				
Community Heritage Grants Program	20	20	20	20
National Museum of Australia				
Grants:				
Community Heritage Grants Program	40	40	40	40
Total revenue from Government	50,624	60,030	50,624	60,030

Note 4: Financial Assets

Note 4A – Cash and Cash Equivalents

Cash on hand or on deposit	4,136	7,198	3,741	6,522
Total cash and cash equivalents	4,136	7,198	3,741	6,522

Note 4B – Trade and Other Receivables

Goods and services - related parties	17	40	17	40
Goods and services - external parties	401	347	401	347
Total receivables for goods and services	418	387	418	387

Department of the Environment, Water, Heritage and the Arts

For existing outputs	41	-	41	-
Total receivable from Department of the Environment, Water, Heritage and the Arts	41	-	41	-

	Consolidated		NLA	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
Note 4B (continued)				
Other receivables:				
GST receivable from Australian Taxation				
Office	530	390	529	390
Interest	753	451	650	393
Other	42	-	42	-
Total other receivables	1,325	841	1,221	783
Total trade and other receivables (gross)	1,784	1,228	1,680	1,170
<i>Less Impairment allowance account:</i>				
Goods and services	(2)	(2)	(2)	(2)
Total trade and other receivables (net)	1,782	1,226	1,678	1,168
Receivables are expected to be recovered in:				
No more than 12 months	1,782	1,226	1,678	1,168
More than 12 months	-	-	-	-
Total trade and other receivables (net)	1,782	1,226	1,678	1,168

Receivables are aged as follows:

Not overdue	1,474	955	1,370	897
Overdue by:				
0 to 30 days	244	202	244	202
31 to 60 days	64	70	64	70
61 to 90 days	1	1	1	1
More than 90 days	1	-	1	-
Total receivables (gross)	1,784	1,228	1,680	1,170

The impairment allowance is aged as follows:

Overdue by:				
31 to 60 days	-	1	-	1
61 to 90 days	1	1	1	1
More than 90 days	1	-	1	-
Total impairment allowance account	2	2	2	2

**Reconciliation of the Impairment Allowance (consolidated):
Movements in relation to 2010**

	Goods and services 2010 \$'000	Other receivables 2010 \$'000	Total 2010 \$'000
Opening balance	(2)	-	(2)
Amounts written off	1	-	1
Amounts recovered and reversed	-	-	-
Increases/decrease recognised in net surplus	1	-	1
Closing balance	(2)	-	(2)

Reconciliation of the Impairment Allowance (consolidated):
Movements in relation to 2009

	Goods and services 2009 \$'000	Other receivables 2009 \$'000	Total 2009 \$'000
Opening balance	(5)	-	(5)
Amounts written off	2	-	2
Amounts recovered and reversed	-	-	-
Increases/decrease recognised in net surplus	1	-	1
Closing balance	(2)	-	(2)

Consolidated		NLA	
2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000

Note 4C - Other Investments

Fixed term deposit with bank	<u>52,135</u>	<u>48,519</u>	<u>47,679</u>	<u>44,200</u>
Total investments	<u>52,135</u>	<u>48,519</u>	<u>47,679</u>	<u>44,200</u>

Other financial assets are expected to be recovered in:

No more than 12 months	<u>52,135</u>	<u>48,519</u>	<u>47,679</u>	<u>44,200</u>
Total investments	<u>52,135</u>	<u>48,519</u>	<u>47,679</u>	<u>44,200</u>

Note 4D - Other Financial Assets

Accrued revenues	<u>767</u>	<u>829</u>	<u>774</u>	<u>829</u>
Total other financial assets	<u>767</u>	<u>829</u>	<u>774</u>	<u>829</u>

All other financial assets are expected to be recovered in less than 12 months.

Note 5: Non-Financial Assets

5A - Land and Buildings

Land at fair value	15,935	17,500	15,935	17,500
Buildings:				
Work in progress	2,494	398	2,494	398
Fair value	167,755	162,185	167,755	162,185
Accumulated depreciation	-	-	-	-
Total buildings and land	<u>186,184</u>	<u>180,083</u>	<u>186,184</u>	<u>180,083</u>
Leasehold improvements:				
Fair value	20	18	20	18
Accumulated depreciation	-	-	-	-
Total leasehold improvements	<u>20</u>	<u>18</u>	<u>20</u>	<u>18</u>
Total land and buildings	<u>186,204</u>	<u>180,101</u>	<u>186,204</u>	<u>180,101</u>

No indicators of impairment were found for land and buildings. The National Library building (\$161,020,000) and land (\$15,000,000) upon which it stands is a special purpose building, which may not be disposed of without prior Ministerial approval.

No land or buildings are expected to be sold or disposed of within the next 12 months.

	Consolidated		NLA	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000

5B – National Collection, Infrastructure, Plant and Equipment

Heritage and cultural:

National collection (at fair value)	1,457,919	1,446,182	1,457,919	1,446,182
Accumulated depreciation	(12,575)	-	(12,575)	-
Total heritage and cultural	1,445,344	1,446,182	1,445,344	1,446,182

Other property, plant and equipment:

Fair value	10,736	10,579	10,736	10,579
Accumulated depreciation	-	(1,532)	-	(1,532)
Total other property, plant and equipment	10,736	9,047	10,736	9,047
Total property, plant and equipment	1,456,080	1,455,229	1,456,080	1,455,229

All revaluations were conducted in accordance with the revaluation policy at Note 1. The effective date for all revaluations was 30 June 2010. The revaluations were conducted by independent valuers from the Australian Valuation Office (land and buildings) and Pickles Valuation Services (plant and equipment).

A revaluation decrement of \$1,565,000 for land (2008-09: increment of \$4,550,000); an increment of \$8,637,000 for buildings (2008-09: increment of \$2,123,000); and an increment of \$6,000 for leasehold improvements (2008-09: increment of \$9,000) were passed to the asset revaluation reserve by class and included in the equity section of the balance sheet. Plant and equipment was revalued with a decrement of \$275,000 of which \$231,000 was passed to the revaluation reserve and \$44,000 was recognised as an expense within the income statement.

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

Note 5C: Reconciliation of the Opening and Closing Balances of Property, Plant and Equipment (2009-10) (Consolidated only, as this is the same as the parent entity)

	Land \$'000	Buildings \$'000	Total land and buildings \$'000	Heritage and cultural \$'000	Other property, plant and equipment \$'000	Total \$'000
As at 1 July 2009						
Gross book value	17,500	162,601	180,101	1,446,182	10,579	1,636,862
Accumulated depreciation / amortisation	n/a	-	-	-	(1,532)	(1,532)
Net book value 1 July 2009	17,500	162,601	180,101	1,446,182	9,047	1,635,330
Additions:						
By purchase	-	2,573	2,573	10,038	3,824	16,435
By donation/gift/at no cost	-	-	-	1,699	-	1,699
Revaluations and impairments recognised in other comprehensive income	(1,565)	8,643	7,078	-	(275)	6,803
Depreciation / amortisation expense	-	(3,548)	(3,548)	(12,575)	(1,726)	(17,849)
Capitalised depreciation	-	-	-	-	(108)	(108)
Disposals:						
Other	-	-	-	-	(26)	(26)
Net book value 30 June 2010	15,935	170,269	186,204	1,445,344	10,736	1,642,284
Net book value as of 30 June 2010 represented by:						
Gross book value	15,935	170,269	186,204	1,457,919	10,736	1,654,859
Accumulated depreciation / amortisation	-	-	-	(12,575)	-	(12,575)
	15,935	170,269	186,204	1,445,344	10,736	1,642,284

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 statement of comprehensive income.

Note 5C (con'd): Reconciliation of the Opening and Closing Balances of Property, Plant and Equipment (2008-09) (Consolidated only, as this is the same as the parent entity)

	Land \$'000	Buildings \$'000	Total land and buildings \$'000	Heritage and cultural \$'000	Other property, plant and equipment \$'000	Total \$'000
As at 1 July 2008						
Gross book value	12,950	157,293	170,243	1,499,356	7,754	1,677,353
Accumulated depreciation / amortisation	n/a	-	-	(23,320)	(13)	(23,333)
Net book value 1 July 2008	12,950	157,293	170,243	1,476,036	7,741	1,654,020
Additions:						
By purchase	-	6,753	6,753	9,564	2,961	19,278
By donation/gift/at no cost	-	-	-	1,462	-	1,462
Revaluations and impairments recognised in other comprehensive income	4,550	2,132	6,682	(20,731)	-	(14,049)
Depreciation / amortisation expense	-	(3,577)	(3,577)	(11,488)	(1,544)	(16,609)
Capitalised depreciation	-	-	-	-	(80)	(80)
Disposals:						
From disposal of entities or operations (including restructuring)	-	-	-	(8,661)	-	(8,661)
Other	-	-	-	-	(31)	(31)
Net book value 30 June 2009	17,500	162,601	180,101	1,446,182	9,047	1,635,330
Net book value as of 30 June 2009 represented by:						
Gross book value	17,500	162,601	180,101	1,446,182	10,579	1,636,862
Accumulated depreciation / amortisation	-	-	-	-	(1,532)	(1,532)
	17,500	162,601	180,101	1,446,182	9,047	1,635,330

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 statement of comprehensive income.

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

Note 5D – Intangibles

Computer software:

Internally developed - in progress	363	676	363	676
Internally developed - in use	3,687	2,450	3,687	2,450
Purchased	6,835	6,743	6,835	6,743
Total computer software (gross)	10,885	9,869	10,885	9,869
Accumulated amortisation	(5,997)	(4,862)	(5,997)	(4,862)
Total intangibles (net)	4,888	5,007	4,888	5,007

No indicators of impairment were found for intangible assets.

Note 5E: Reconciliation of the Opening and Closing Balances of Intangibles (2009-10) (Consolidated only, as this is the same as the parent entity)

	Computer software - internally developed \$'000	Computer software - purchased \$'000	Total \$'000
As at 1 July 2009			
Gross book value	3,126	6,743	9,869
Accumulated amortisation	(1,116)	(3,746)	(4,862)
Net book value 1 July 2009	2,010	2,997	5,007
Additions:			
By purchase	-	284	284
Internally developed	1,023	-	1,023
Amortisation	(566)	(817)	(1,383)
Capitalised amortisation	-	(25)	(25)
Disposals:			
Other	(17)	(1)	(18)
Net book value 30 June 2010	2,450	2,438	4,888
Net book value as of 30 June 2010 represented by:			
Gross book value	4,050	6,835	10,885
Accumulated amortisation	(1,600)	(4,397)	(5,997)
	2,450	2,438	4,888

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 statement of comprehensive income.

Note 5E: (Cont'd) Reconciliation of the Opening and Closing Balances of Intangibles (2008-09) (Consolidated only, as this is the same as the parent entity)

	Computer software - internally developed \$'000	Computer software - purchased \$'000	Total \$'000
As at 1 July 2008			
Gross book value	2,955	6,687	9,642
Accumulated amortisation	(1,297)	(3,023)	(4,320)
Net book value 1 July 2008	1,658	3,664	5,322
Additions:			
By purchase	-	162	162
Internally developed	770	-	770
Amortisation expense	(379)	(804)	(1,183)
Capitalised amortisation	-	(25)	(25)
Disposals:			
Other	(39)	-	(39)
Net book value 30 June 2009	2,010	2,997	5,007
Net book value as of 30 June 2009 represented by:			
Gross book value	3,126	6,743	9,869
Accumulated amortisation	(1,116)	(3,746)	(4,862)
	2,010	2,997	5,007

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 statement of comprehensive income.

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

Note 5F – Inventories

Inventories held for sale:

Work in progress	195	175	185	175
Finished goods	1,617	1,362	1,466	1,191
Total inventories held for sale	1,812	1,537	1,651	1,366

Inventories held for distribution:

Work in progress	3	8	3	8
Finished goods	21	20	21	20
Total inventories held for distribution	24	28	24	28
Total inventories	1,836	1,565	1,675	1,394

Inventories are categorised as follows:

Current	880	706	856	680
Non-current	956	859	819	714
	1,836	1,565	1,675	1,394

During 2009-10 \$925,793 (2008-09: \$785,386) of inventory held for sale was recognised as an expense upon sale and \$203,891 (2008-09: \$225,023) 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	1,793	2,040	1,793	2,040
Total other non-financial assets	1,793	2,040	1,793	2,040

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

	Consolidated			NLA		
	2010	2009	2008	2010	2009	2008
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Trade creditors and accruals	4,299	4,844	5,428	4,292	4,852	5,427
Operating lease rentals	1	-	2	1	-	2
Total supplier payables	4,300	4,844	5,430	4,293	4,852	5,429
12 months:						
Related entities	81	252	122	81	252	122
External entities	4,219	4,592	5,308	4,212	4,600	5,307
Total supplier payables	4,300	4,844	5,430	4,293	4,852	5,429

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

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

Note 6B – Grants

Private sector: Individuals	31	21	21	21
Total grant payables	31	21	21	21

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

	Consolidated			NLA		
	2010	2009	2008	2010	2009	2008
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Salaries and wages	1,004	784	694	1,004	784	694
Superannuation	94	73	64	94	73	64
Separations and redundancies	-	46	222	-	46	222
Prepaid income / unearned income	179	210	123	176	210	123
Total other payables	1,277	1,113	1,103	1,274	1,113	1,103

All other payables are current.

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

Note 7: Provisions

Note 7 – Employee Provisions

Leave	11,195	10,012	11,195	10,012
Total employee provisions	11,195	10,012	11,195	10,012

Employee provisions are represented by:

No more than 12 months	9,092	7,706	9,092	7,706
More than 12 months	2,103	2,306	2,103	2,306
Total employee provisions	11,195	10,012	11,195	10,012

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 \$2,628,000 (2008-09: \$2,575,000).

	Consolidated		NLA	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000

Note 8: Cash Flow Reconciliation

Reconciliation of cash and cash equivalents as per Balance Sheet to the Cash Flow Statement
Cash and cash equivalents as per:

Cash flow statement	4,136	7,198	3,741	6,522
Balance sheet	4,136	7,198	3,741	6,522
Difference	-	-	-	-

Reconciliation of net cost of service to net cash from operating activities:

Net cost of services	(60,120)	(54,223)	(59,977)	(55,175)
Add revenue from Government	50,624	60,030	50,624	60,030

Adjustments for non-cash items

Depreciation / amortisation	19,232	17,792	19,232	17,792
Loss/(Gain) on disposal of assets	34	43	34	43
Write-down from revaluation - plant and equipment	44	-	44	-
Resources received free of charge - goods	(2,865)	(3,245)	(2,865)	(2,695)
Notional expenditure	1,299	1,338	1,299	1,338

Changes in assets / liabilities

(Increase) / decrease in net receivables	(494)	315	(455)	501
(Increase) / decrease in inventories	(271)	(64)	(281)	(63)
(Increase) / decrease in prepayments	247	(224)	247	(224)
Increase / (decrease) in employee provisions	1,183	324	1,183	324
Increase / (decrease) in supplier payables	(544)	(586)	(559)	(577)
Increase / (decrease) in prepayments received	(31)	87	(34)	87
Increase / (decrease) in grant payables	10	(10)	-	(10)
Increase / (decrease) in other payables	195	(77)	195	(77)

Net cash from / (used by) operating activities

	8,543	21,500	8,687	21,294
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Non-cash financing and investing activities

National Collection material received free of charge	1,699	1,462	1,699	1,462
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Note 9: Contingent Liabilities and Assets

	Guarantees		Indemnities		Claims for damages or costs		TOTAL	
	2010	2009	2010	2009	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Contingent assets								
Balance from previous period	-	-	-	-	4	5	4	5
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Assets recognised	-	-	-	-	(1)	(1)	(1)	(1)
Expired	-	-	-	-	-	-	-	-
Total contingent assets	-	-	-	-	3	4	3	4
Contingent liabilities								
Balance from previous period	-	8	-	-	1,318	-	1,318	8
New	-	-	-	-	-	1,318	-	1,318
Re-measurement	-	-	-	-	-	-	-	-
Liabilities recognised	-	-	-	-	-	-	-	-
Obligations expired	-	(8)	-	-	-	-	-	(8)
Total contingent liabilities	-	-	-	-	1,318	1,318	1,318	1,318
Net contingent assets (liabilities)							(1,315)	(1,314)

Quantifiable Contingencies

The Schedule of Contingencies in the financial report shows a contingent asset of \$3,000 (2008-09: \$4,000) as at 30 June 2010 and this represents a recovery of an overpayment from a former member of staff.

As at 30 June 2010, the Library had received a claim for damages from an unsuccessful tenderer. The Library has denied liability and has defended the claim. The quantum of the claim is \$1,318,014 plus interest and the judgement is pending.

Unquantifiable Contingencies

The claim for damages from the unsuccessful tenderer also includes a claim for interest on the damages being sought, however if the claim is successful the interest rate used to calculate the payment would be determined by the Court.

Note 10: Remuneration of Council Members

2010 2009

The number of Council members whose total remuneration was within the following bands are as follows:

less than \$145,000	13	11
Total number of Council members	13	11

Total remuneration received or due and receivable by the Council members of the Library	\$102,312	\$131,933
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Parliamentary members of Council and members of Council holding a judicial office in the service of the Government of a State 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 12. These payments are determined by the Remuneration Tribunal and paid in accordance with Sections 13 and 17A of the *National Library Act 1960*.

Note 11: Related Party Disclosures**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. The NLA does not make any loan to members of Council or their related entities.

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 12: Executive Remuneration**Note 12A - Actual Remuneration Paid to Senior Executives**

	Consolidated		NLA	
	2010	2009	2010	2009
less than \$145,000 ¹	-	-	-	-
\$175,000 - \$189,999	1	2	1	2
\$190,000 - \$204,999	1	1	1	1
\$220,000 - \$234,999	3	2	3	2
\$235,000 - \$249,999	1	1	1	1
\$250,000 - \$264,999	-	1	-	1
\$265,000 - \$279,999	1	-	1	-
\$295,000 - \$304,999	-	1	-	1
\$340,000 - \$354,999	1	-	1	-
	8	8	8	8
	\$	\$	\$	\$
Short-term employee benefits				
Salary	1,106,794	1,076,058	1,106,794	1,076,058
Movement in annual leave provisions	105,635	82,731	105,635	82,731
Performance bonus	153,435	153,272	153,435	153,272
Other ²	204,429	194,147	204,429	194,147
Total short-term employee benefits	1,570,293	1,506,208	1,570,293	1,506,208
Superannuation (post-employment benefits)	210,433	251,804	210,433	251,804
Other long-term benefits	124,610	80,962	124,610	80,962
Total	1,905,336	1,838,974	1,905,336	1,838,974

During the 2009-10 (2008-09: Nil) the Library did not pay any termination benefits to senior executives.

Notes

1. Excluding acting arrangements and part-year service.
2. "Other" includes the value of the use of a motor vehicle.

Note 12B – Salary Packages for Senior Executives

Average annualised remuneration packages for substantive Senior Executives

	As at 30 June 2010			As at 30 June 2009		
	No. SES	salary (including annual leave)	Total remuneration package ²	No. SES	Base salary (including annual leave)	Total remuneration package ²
Total Remuneration ¹						
\$205,000 to \$219,999	2	141,073	218,316	2	135,647	212,338
\$220,000 to \$234,999	4	148,947	228,424	4	143,218	222,137
\$235,000 to \$249,999	1	157,404	239,280	1	151,350	232,659
\$325,000 to \$349,999	1	214,780	330,228	1	206,873	319,711
Total	8			8		

Notes

1. Table excludes acting arrangements and part-year service
2. Non-Salary elements available to Senior Executives include:
 - (a) Performance Bonus
 - (b) Provision of a motor vehicle
 - (c) Superannuation

Consolidated		NLA	
2010	2009	2010	2009
\$'000	\$'000	\$'000	\$'000

Note 13: Remuneration of Auditors

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

The fair value of services provided was:	70	70	70	70
	<u>70</u>	<u>70</u>	<u>70</u>	<u>70</u>

No other services were provided by the Auditor-General.

Note 14: Financial Instruments

Note 14A - Categories of Financial Instruments

Financial Assets

Loans and receivables				
Cash on hand or deposit	4,136	7,198	3,741	6,522
Receivables for goods and services	418	387	418	387
Interest receivable	753	451	650	393
Fixed Term Deposit with Bank	52,135	48,519	47,679	44,200
Accrued revenue	767	829	774	829
Total	<u>58,209</u>	<u>57,384</u>	<u>53,262</u>	<u>52,331</u>
Carrying amount of financial assets	<u>58,209</u>	<u>57,384</u>	<u>53,262</u>	<u>52,331</u>

Financial Liabilities

At amortised cost				
Supplier payables	4,300	4,844	4,293	4,852
Grants payable	31	21	21	21
Total	<u>4,331</u>	<u>4,865</u>	<u>4,314</u>	<u>4,873</u>
Carrying amount of financial liabilities	<u>4,331</u>	<u>4,865</u>	<u>4,314</u>	<u>4,873</u>

Note 14B - Net Income and Expense from Financial Assets

Loans and receivables

Interest revenue	2,503	3,194	2,279	2,933
Net gain/(loss) loans and receivables	<u>2,503</u>	<u>3,194</u>	<u>2,279</u>	<u>2,933</u>
Net gain/(loss) from financial assets	<u>2,503</u>	<u>3,194</u>	<u>2,279</u>	<u>2,933</u>

Note 14C - Net Income and Expense from Financial Liabilities

Financial liabilities - at amortised cost

Interest expense	-	(1)	-	(1)
Net gain/(loss) financial liabilities - at amortised cost	<u>-</u>	<u>(1)</u>	<u>-</u>	<u>(1)</u>
Net gain/(loss) from financial liabilities	<u>-</u>	<u>(1)</u>	<u>-</u>	<u>(1)</u>

Note 14D – 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 14E - 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 (2009-10: \$1,185,000 and 2008-09: \$1,216,000). The Library has assessed the risk of default on payment and has allocated \$2,000 in 2009-10 (2008-09: \$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 2010 \$'000	Not past due nor impaired 2009 \$'000	Past due or impaired 2010 \$'000	Past due or impaired 2009 \$'000
Cash on hand or deposit	4,136	7,198	-	-
Receivables for goods and services	191	114	310	273
Interest receivable	753	451	-	-
Fixed Term Deposit with Bank	52,135	48,519	-	-
Accrued revenue	767	829	-	-
Total	57,982	57,111	310	273

Ageing of financial assets that are past due but not impaired for 2010

	0 to 30 days \$'000	31 to 60 days \$'000	61 to 90 days \$'000	90+ days \$'000	Total \$'000
Receivables for goods and services	244	64	1	1	310
Total	244	64	1	1	310

Ageing of financial assets that are past due but not impaired for 2009

	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	202	70	1	-	273
Total	202	70	1	-	273

Note 14F - Liquidity risk

The Library's financial liabilities are payables. The exposure to liquidity risk is based on the notion that the Library will encounter difficulties in meeting obligations associated with financial liabilities. This is highly unlikely due to Government funding and mechanisms available to the Library and internal policies and procedures that have been put into place to ensure that there are appropriate resources to meet its financial obligations.

Note 14G - 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' or 'interest rate risk'.

Note 15: Compensation and Debt Relief

The National Library has not made (2008-09: 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 16: 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 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:

	2010 \$'000	2009 \$'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	383	347
Receipts during the year	46	44
Interest received	14	21
Available for payments	<u>443</u>	<u>412</u>
Payments made	-	(29)
<i>Balance carried forward to next year</i>	<u><u>443</u></u>	<u><u>383</u></u>

	2010	2009
	\$'000	\$'000

- (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	2,717	2,568
Receipts during the year	150	524
Interest received	99	169
Available for payments	<u>2,966</u>	<u>3,261</u>
Payments made	<u>(333)</u>	<u>(544)</u>
<i>Balance carried forward to next year</i>	<u><u>2,633</u></u>	<u><u>2,717</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.

Balance carried forward from previous year	22	24
Receipts during the year	6	-
Interest received	1	1
Available for payments	<u>29</u>	<u>25</u>
Payments made	<u>(2)</u>	<u>(3)</u>
<i>Balance carried forward to next year</i>	<u><u>27</u></u>	<u><u>22</u></u>

- (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	155	159
Receipts during the year	-	-
Interest received	3	8
Available for payments	<u>158</u>	<u>167</u>
Payments made	<u>(51)</u>	<u>(12)</u>
<i>Balance carried forward to next year</i>	<u><u>107</u></u>	<u><u>155</u></u>

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

Balance carried forward from previous year	110	97
Receipts during the year	1	5
Interest received	4	8
Available for payments	<u>115</u>	<u>110</u>
Payments made	<u>(5)</u>	<u>-</u>
<i>Balance carried forward to next year</i>	<u><u>110</u></u>	<u><u>110</u></u>

- (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	273	242
Receipts during the year	62	128
Interest received	7	18
Available for payments	<u>342</u>	<u>388</u>
Payments made	<u>(105)</u>	<u>(115)</u>
<i>Balance carried forward to next year</i>	<u><u>237</u></u>	<u><u>273</u></u>

	2010	2009
	\$'000	\$'000

- (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	14	13
Receipts during the year	-	-
Interest received	1	1
Available for payments	15	14
Payments made	-	-
Balance carried forward to next year	15	14

- (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	213	232
Receipts during the year	-	-
Interest received	8	15
Available for payments	221	247
Payments made	(11)	(34)
Balance carried forward to next year	210	213

- (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	1,108	1,105
Receipts during the year	49	2
Interest received	41	82
Available for payments	1,198	1,189
Payments made	(130)	(81)
Balance carried forward to next year	1,068	1,108

Note 17: Reporting of Outcomes

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.

Note 17A – Net Cost of Outcome Delivery (Consolidated)

	Outcome 1		Total	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
Expenses	73,855	70,056	73,855	70,056
Income from non-government sector				
Activities subject to cost recovery	7,283	6,913	7,283	6,913
Other	6,002	8,116	6,002	8,116
Total	13,285	15,029	13,285	15,029
Other external income	450	804	450	804
Net cost/(contribution) of outcome	60,120	54,223	60,120	54,223

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

February 16, 1966
Registered in Australia for some
months by post as a newspaper

The Australian
Over 830,000 Copies
Sold Every Week

WOMEN'S WEEKLY

APRIL 1966
PRICE 10

DECIMAL POINTS—See pages 14-15
Large Economy Cookbook—MORE MEALS FOR YOUR DOLLARS

LATE EDITION
The Sydney Morning Herald
PRICE 4d

FIRE AT MARATHON SHIRLEY STRICKLAND WINS
Democratic Choice
Postponed

JACKSON'S
WORLD
200m. TIME

SEVEN HOURS OF SPEECHES

TALKS ON
BUDGET END

County Council's
New Manager:
One Vote Margin

SOUTH WINS "BATTLE"

DYSENTERY
RETURNER
Health Dept.
Investigates

MRS. ROOSEVELT SPEAKS

JACKSON IN
FINISH

HAILED AS GREAT

ALISTAIR HESLIPS

LATE EDITION
The Sydney Morning Herald
PRICE 4d

OFFICIALS DRAG MRS. PETROV
INTO AIRCRAFT
"Help Me" Appeal To
Crowd Reported

Chance
At Darwin
For
Mrs. Petrov

Huge Crowds At
Holiday Fixtures

Injured
Horse
Wins Big
Race

WILD RUSH AS CAR ARRIVES

15 Babies Rescued
From Fire; Five Die

Lost One Of
Shaw's 10-4s

The Australian
WOMEN'S WEEKLY

YOUR NEW MONEY
See page 3

APPENDICES



CLOCKWISE FROM TOP LEFT:
The Australian Women's Weekly, 16 February 1966
The Sydney Morning Herald, 26 July 1952, p.1
The Australian Women's Weekly, 26 January 1966
The Sydney Morning Herald, 20 April 1945, p.1

APPENDIX A

COUNCIL OF THE NATIONAL LIBRARY OF AUSTRALIA
AND ITS COMMITTEES

COUNCIL

Chairman



**The Hon James Spigelman AC, BA (Hons) (Sydney),
LLB (Hons) (Sydney)**

Non-executive member, New South Wales

Chief Justice of New South Wales and Lieutenant Governor of
New South Wales

Appointed on 29 June 2010 for a three-year term until 28 June 2013

Was not eligible to attend any meetings in 2009–10



**The Hon Sir James Gobbo AC, CVO, QC, BA (Hons) (Melb),
MA (Oxon), Hon LLD (Monash), DUniv (Catholic) Hon LLD
(Bologna Univ), DUniv (Catholic) Hon LLD (Melb), Hon FAIV**

Non-executive member, Victoria

Chairman, Australian Multicultural Foundation

Chairman, Council for the Order of Australia

Reappointed on 27 June 2007 for a third three-year term until 26 June 2010

Attended five of five meetings

Term expired on 26 June 2010

Deputy Chair



**Professor John Hay AC, BA (Hons) (WA & Cambridge),
MA (Cambridge), PhD (WA), LLD (Queensland), DU (QUT),
LittD (Deakin), DLitt (WA), FAIM, FAHA, FACE, FQA**

Non-executive member, Queensland

Former Vice-Chancellor, The University of Queensland and Deakin University

Chair, Council for the Order of Australia

Chair, Australian Learning and Teaching Council

Chair, Board of Trustees, Queensland Art Gallery

Chair, Martin Institute

Chair, Springfield Health City

Chair, Queensland Institute for Medical Research

Reappointed on 15 May 2008 for a second three-year term until 14 May 2011

Appointed Deputy Chair on 5 February 2010

Attended three of five meetings

Members



Ms Jane Hemstritch, BSc (Hons) (London), FICA

Non-executive member, Victoria
 Non-executive Director, Santos Ltd
 Non-executive Director, Tabcorp Holdings Ltd
 Non-executive Director, Commonwealth Bank of Australia
 Non-executive Director and Deputy Chairman, Global Foundation
 Appointed 29 June 2010 for a three-year term until 28 June 2013
 Was not eligible to attend any meetings in 2009–10



Ms Mary Kostakidis, BA, Dip Ed (Sydney)

Non-executive member, New South Wales
 Chair, The Sydney Peace Foundation
 Board member, The Fred Hollows Foundation
 Board member, The Sydney Theatre (NSW Cultural Management Ltd)
 Board member, The ResMed Foundation
 Appointed 12 November 2009 for a three-year term until 11 November 2012
 Attended two of four eligible meetings



Ms Robyn Kruk, BPsych (Hons) (UNSW), MA (UTS)

Non-executive member, New South Wales
 Secretary, Department of the Environment, Water, Heritage and the Arts
 Member of the Board of Clinical Excellence Commission
 Deputy Chair of the Reforming States Group (USA)
 Appointed 9 July 2009 for a three-year term until 8 July 2012
 Attended three of five meetings



Mr Brian Long, AICAA

Non-executive member, New South Wales
 Presiding Partner, Ernst & Young Global Advisory Council and
 Oceania Area Advisory Council
 Senior Audit Partner, Ernst & Young, Australia
 Chairman, United Way Sydney
 Chairman, Audit Committee and Member of the Council of the University of NSW
 Reappointed 12 November 2009 for a second three-year term
 until 11 November 2012
 Attended three of four eligible meetings
 Attended August 2009 meeting as an observer



Ms Janet McDonald AO

Non-executive member, New South Wales
 Non-executive member, Drug Utilisation Sub-committee of the
 Pharmaceutical Benefits Advisory Committee
 Member, National Library Development Council
 Appointed 22 March 2007 for a three-year term until 21 March 2010
 Attended two of three eligible meetings
 Term expired on 21 March 2010



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

Non-executive member, New South Wales
 Chairman, Origin Energy Limited
 Lead Independent Director, Macquarie Bank Limited and
 Macquarie Group Limited
 Director, BlueScope Steel Limited
 Chairman, Sydney Harbour Federation Trust
 Member, Sydney Harbour Conservancy Board
 Chairman, Corporate Governance Committee, Australian Institute
 of Company Directors
 Director, Australian Institute of Company Directors
 Member, Evans and Partners Advisory Board
 Fellow of Senate, University of Sydney
 Chairman, National Library Development Council
 Reappointed on 15 December 2008 for a second three-year term
 until 14 December 2011
 Attended five of five 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 five of five meetings



Dr Nonja Peters, BA (Western Australia), PhD (Western Australia)

Non-executive member, Western Australia
 Director, Migration, Ethnicity, Refugees and Citizenship Research Unit,
 Division of Humanities, Curtin University of Technology
 Vice Chair, Western Australian Maritime Museum Advisory Committee
 Member, National Archives of Australia Advisory Committee (WA Branch)
 Appointed 20 May 2010 for a three-year term until 19 May 2013
 Attended one of one eligible meeting



Mr Fergus Ryan, CA, FICAA, FID, FAIM

Non-executive member, Victoria
 Non-executive Director, Commonwealth Bank of Australia
 Non-executive Director, Centre for Social Impact
 Term expired on 24 June 2009
 Attended August 2009 meeting as an observer



Ms Deborah Thomas, Dip Fine Art (Caulfield Institute)

Non-executive member, New South Wales
 General Manager, Editorial Projects, Women's Lifestyle,
 ACP Magazines Pty Ltd
 Consulting editor, *The Australian Women's Weekly*
 Board member, National Breast and Ovarian Cancer Centre
 Reappointed 12 November 2009 for a second three-year term
 until 11 November 2012
 Attended five of five meetings



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

Non-executive member, Queensland
 Senator for Queensland
 Re-elected by the Senate on 13 June 2010 for a second three-year term
 until 12 June 2013
 Attended four of five meetings



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

Director-General and executive member of Council,
 Australian Capital Territory
 Reappointed on 9 August 2007 for a third five-year term until 8 August 2012
 Attended four of five meetings

Council meetings

Council met on:

- 7 August 2009
- 4 December 2009
- 5 February 2010
- 9 April 2010
- 4 June 2010

The scheduled meeting of 2 October 2009 was cancelled, as a quorum of five members could not be reached. At the time, there were four vacancies on Council and four members were unable to attend the meeting.

AUDIT COMMITTEE

Chair

Mr Brian Long

Initially appointed as External Member and Chair of the Committee for August and December 2009 meetings
 Reappointed to Council on 12 November 2009 and reappointed as member and Chair of the Audit Committee on 5 February 2010
 Non-executive member of Council
 Attended three of three meetings

Members

Mr Fergus Ryan

Appointed as External Member of the Committee for the August and December 2009 meetings
 Attended two of two eligible meetings

Professor John Hay AC

Non-executive member of Council
 Appointed to the Committee 5 June 2009 and reappointed 5 February 2010
 Attended one of three meetings

Ms Deborah Thomas

Non-executive member of Council
 Appointed to the Committee 5 February 2010
 Attended one of one eligible meeting
 Other Council members who attended Audit Committee meetings were:

The Hon Sir James Gobbo AC, CVO

Chair of Council
 Attended two of three meetings

Ms Jan Fullerton AO

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

Terms of reference

The Audit Committee's terms of reference are to:

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

- 7 August 2009
- 4 December 2009
- 9 April 2010

CORPORATE GOVERNANCE COMMITTEE

Chair

Professor John Hay AC

(from 5 February 2010)
 Deputy Chair of Council
 The position of Chair was vacant from 25 June 2009 to 5 February 2010

Members

The Hon Sir James Gobbo AC, CVO

(until 26 June 2010)
 Chair of Council

Mr Brian Long

Chair of Audit Committee

Ms Janet McDonald AO

(until 21 March 2010)
 Non-executive member of Council

Terms of reference

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

- evaluate the effectiveness of the Council in its role in corporate governance
- evaluate the performance and remuneration of the Director-General
- 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 did not meet during the year.

APPENDIX B

NATIONAL LIBRARY OF AUSTRALIA DEVELOPMENT COUNCIL

Chair

Mr Kevin McCann AM
National Library of Australia Council

Members

Ms Jasmine Cameron
National Library of Australia

Ms Jan Fullerton AO
National Library of Australia

Ms Helen Kon
National Library of Australia

Ms Doreen Mellor
National Library of Australia

Countess of Wilton (Sue Ebury)
(from December 2009)

Ms Helen James

Ms Julia King

Ms Janet McDonald AO

Ms Deborah Thomas (from February 2010)

Secretariat

Development Branch
National Library of Australia

Terms of Reference

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

- major capital works projects
- collection access projects such as exhibitions, publications and digitisation
- acquisition of high-value heritage materials and other collection items
- 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 contribution to Library fundraising appeals
- provide assistance and advice on major fundraising campaigns, events and associated activities
- provide assistance and advice on 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.

LIBRARIES AUSTRALIA ADVISORY COMMITTEE**Chair**

Ms Anne Horn (from December 2009)
Deakin University

Ms Linda Luther (until November 2009)
University of Tasmania

Members

Ms Liz Burke (from December 2009)
Murdoch University

Mr Vic Elliott (from December 2009)
Australian National University

Ms Pam Gatenby
National Library of Australia

Ms Karen Hansen (from December 2009)
Department of Families, Housing, Community
Services and Indigenous Affairs

Mr Lindsay Harris (until November 2009)
The Queen Elizabeth Hospital, South Australia

Ms Noelle Nelson
State Library of New South Wales

Ms Sherrey Quinn (until November 2009)
Libraries Alive! Pty Ltd

Ms Ann Ritchie (from December 2009)
Northern Territory Department of Health
and Families

Mr Geoff Stempel
Public Library Services (South Australia)

Ms Monika Szunejko
State Library of Western Australia

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 delivery of the *Libraries Australia* service, broad direction of service development, and changes occurring in the library community that are likely to affect services.

FELLOWSHIPS ADVISORY COMMITTEE

Chair

Professor John Hay AC, FAHA
National Library of Australia Council

Members

Professor Graeme Clarke AO, FAHA
Australian Academy of the Humanities

Dr Patricia Clarke OAM, FAHA
Australian Society of Authors

Ms Jan Fullerton AO, FAHA
National Library of Australia

Emeritus Professor Rod Home FAHA
Australian Academy of Science

Associate Professor Joy Hooton
Independent Scholars Association of Australia

Professor Pat Jalland FASSA
Australian Academy of the Social Sciences

Professor Joyce Kirk
Australian Library and Information Association

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 the Council on the award and administration of fellowships and scholarships.

COMMUNITY HERITAGE GRANTS STEERING COMMITTEE

Chair

Ms Jasmine Cameron
National Library of Australia

Members

Ms Maria Gravias (from May 2010)
Department of the Environment, Water,
Heritage and the Arts

Ms Liz Anderson (until April 2010)
Department of the Environment, Water,
Heritage and the Arts

Mr Adrian Cunningham
National Archives of Australia

Ms Louise Douglas
National Museum of Australia

Ms Helen Kon
National Library of Australia

Ms Meg Labrum
National Film and Sound Archive

Ms Dianne Dahlitz
National Library of Australia

Secretariat

Executive and 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 exchange of information about the program between the Library and all funding partners.

APPENDIX D

FREEDOM OF INFORMATION STATEMENT

In 2009–10, the Library received no formal requests under the *Freedom of Information Act 1982* for access to documents.

Freedom of information procedures and initial contacts

A request for access to documents in the Library's possession is subject to the regulatory application fee of \$30. Applicants seeking access under the *Freedom of Information Act 1982* should forward the 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
PARKES ACT 2600
Email: foi@nla.gov.au

The FOI Coordination is available between 9.00 am and 4.45 pm Monday to Friday and can be contacted by phone 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 policy formulation

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 enquiries.

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

Categories of documents held

Library documents available for public access include policy statements, catalogues and other indexes associated with its collections of books and other documenting materials. A wide range of technical and general publications produced by the Library is available for public purchase; brochures describing the Library's services are made available to the public free of charge. Among other documents the Library holds are minutes, reports and submissions associated with internal and external committees, general correspondence relating to its activities and functions, 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 *Archives Act 1983* members of the public may apply to the National Archives of Australia for access to records in the 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

- Directions for 2009–11
- Balanced Scorecard
- Information Technology Strategic Plan (2009–12)
- Risk Management Register (2010)
- Building Management Plan (2007)
- Business Continuity Framework (2007)

Collection

- Collection Development Policy (2008)
- Collection Digitisation Policy (2009)

Cataloguing

- Authority Control Policy (2009)
- Cataloguing Policy (2009)

Electronic resources

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

Preservation

- Collection Disaster 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 (2009)

Service Charter

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

Reader services

- Reader Services Policy (2010)

Corporate services

- National Library of Australia Enterprise Agreement (2010–11)
- National Library of Australia Collective Agreement (2007–10)
- Fraud Control Plan (2008–10)
- Protective Security Policy and Procedures (2006)
- Strategic Workforce Plan (2009)
- User Charging Policy (2008)

Public programs

- Events and Education Policy (2010)
- Exhibitions Policy (2007)
- Outward Loan Policy (2007)
- Policy on Sponsorship and Fundraising (2006)
- Publications Policy (2008)
- Travelling Exhibitions Policy (2007)
- Volunteer Program Policy (2009)
- Policy on Bequests (2009)

APPENDIX F

CONSULTANCY SERVICES

Table 18 shows consultancy services with an individual value of \$10,000 or more that were let in 2009–10, the nature of the consultancy, its value and the selection process used.

Table 18 Consultancy services let during 2009–10, of \$10,000 or more (incl. GST)

Consultant	Purpose	Contract price \$ (Actual expenditure where expenditure exceeds the original agreed contract price)	Selection process	Justification (see note)
Blake Dawson	General legal advice	67,863	Panel	B
Defire	Advice on alternative solution for Fire Services Upgrade	16,500	Direct sourcing	B
DLA Phillips Fox	General legal advice	11,439	Panel	B
Dysen	Advice and inspections for Fire Services Upgrade	33,440	Direct sourcing	B
GHD	Feasibility study for extension of Library Storage Facility at Hume	21,890	Direct sourcing	B
	Architectural design and documentation services for Friends Lounge Relocation	81,396	Direct sourcing	B
Graham A Brown and Associates	Development of an Environmental Management System	26,125	Direct sourcing	B
Karen Williams Marketing	Developing advertising and marketing campaigns for promotion of Library publications	16,000	Direct sourcing	A
Leap Frog Research	Research into onsite visitor satisfaction	48,510	Direct sourcing	C
LECG Limited	Business and financial services for development of a business case for digital services	591,468	Open tender	B
Lee Mandell	Enhancement and customisation of Archivists Toolkit software	25,000	Direct sourcing	A
Minter Ellison	General legal advice	26,113	Panel	B
Nielsen Online	Survey of Library users relating to digital collecting, preservation and digitisation	34,100	Direct sourcing	B
Project Computing	IT Architect/Senior Developer advisory services for <i>Trove</i> and other information technology projects	390,000	Open tender	A
Rudds Consulting Engineers	Preliminary design work for fire stair pressurisations systems	10,483	Select tender	B
	Design and documentation services for fire stair pressurisation systems	22,000	Select tender	B
	Detailed design and documentation services for tendering packages associated with fire stair pressurisation systems	100,100	Select tender	B

cont.

Table 20 Consultancy services let during 2009–10, of \$10,000 or more (incl. GST) (continued)

Consultant	Purpose	Contract price \$ (Actual expenditure where expenditure exceeds the original agreed contract price)	Selection process	Justification (see note)
Rudds Consulting Engineers	Design and documentation services for mechanical services upgrade	30,700	Select tender	B
	Electrical system drafting services	27,500	Select tender	B
	Design, documentation and input during construction phase, services for upgrade of emergency lighting and exit signage	26,752	Select tender	B
Sara Joynes	Undertake research on and acquisition of Australian collection material	17,782	Direct sourcing	B
Tania Cleary	Significance assessment and short listing of Community Heritage Grants applications	12,603	Open tender	A
WalterTurnbull	Internal audit and probity advisory services	50,263	Open tender	A
Total		1,688,027		

Note:

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

APPENDIX G

STAFFING OVERVIEW

With the exception of the Director-General, all staff are employed under the *Public Service Act 1999*. Conditions of employment for staff below SES are contained in the *National Library of Australia Enterprise Agreement 2010–11*. Some staff received enhanced benefits through salary supplementation.

At 30 June 2010 the Library employed 424 full-time and part-time ongoing staff, 60 full-time and part-time non-ongoing staff and 15 casual staff (see Table 19).

The average staffing level for 2009–10 was 446 and this compares to 432 in 2008–09.

STAFF DISTRIBUTION

Table 19 Staff distribution by division, 30 June 2010

Division	Ongoing		Non-ongoing			Total 2010	Total 2009
	Full-time	Part-time	Full-time	Part-time	Casual		
<i>Collections Management</i>	132	29	11	7	9	188	182
<i>Australian Collections and Reader Services</i>	87	14	19	11	3	134	125
<i>Resource Sharing and Innovation</i>	28	5	1	0	0	34	34
<i>Information Technology</i>	39	2	2	0	3	46	46
<i>Executive and Public Programs</i>	42	10	2	2	0	56	53
<i>Corporate Services</i>	34	2	4	1	0	41	44
Total	362	62	39	21	15	499	484

STAFF CLASSIFICATION

Table 20 Ongoing and non-ongoing full- and part-time staff by classification and gender, 30 June 2010

Classification	Ongoing				Non-ongoing						Total 2010		Total 2009		
	Full-time		Part-time		Full-time		Part-time		Casual		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	1	0	0	1
SES Band 1	3	4	0	0	0	0	0	0	0	0	3	4	3	4	
EL 2	14	18	0	0	0	0	0	0	0	0	14	18	10	16	
EL 1	30	34	0	2	0	1	0	1	0	0	30	38	35	37	
APS 6	22	41	1	16	1	0	1	1	0	0	25	58	22	58	
APS 5	19	36	0	16	3	1	1	3	0	0	23	56	25	52	
APS 4	14	44	1	13	0	3	0	2	2	0	17	62	16	61	
APS 3	15	51	0	8	4	6	0	2	0	0	19	67	20	60	
APS 2	3	10	0	5	7	12	2	8	7	6	19	41	20	42	
Graduate	0	3	0	0	0	0	0	0	0	0	0	3	1	1	
APS 1	0	0	0	0	1	0	0	0	0	0	1	0	0	0	
Total	120	242	2	60	16	23	4	17	9	6	151	348	152	332	
Grand total	362		62		39		21		15		499				

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

SENIOR EXECUTIVE STAFF MOVEMENTS

There were no senior executive staff movements during 2009–10.

EQUAL EMPLOYMENT OPPORTUNITY

Table 21 Staff by equal employment opportunity group and APS classification, 30 June 2010

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
EL 2	14	18	32	1	1	3
EL 1	30	38	68	0	0	15
APS 6	25	58	83	0	3	14
APS 5	23	56	79	1	1	16
APS 4	17	62	79	0	1	23
APS 3	19	67	86	0	4	29
APS 2	19	41	60	1	0	17
Graduate	0	3	3	1	0	0
APS 1	1	0	1	0	0	1
Total	151	348	499	4	10	119

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

STAFF TRAINING

The Library develops a Staff Training Plan annually to identify the strategic direction and priorities in staff development. The plan is developed through consultation with all areas of the Library and includes priorities identified through the Library's Strategic Workforce Plan, division business plans, and the individual performance development plans of staff.

Staff undertook development opportunities via internal and external programs including seminars, courses, and on-the-job training and placements. Training opportunities covered library technical skills such as cataloguing, digital publications and preservation as well as corporate skills such as productive computer skills, procurement, supervisory skills, and the Library's induction program. This year the Library

developed an e-learning induction activity for new staff. The module complements the existing face-to-face program and strengthens important messages about the Library, occupational health and safety (OH&S) and the APS Values.

OH&S training provided staff with skills in manual handling and general OH&S matters in the workplace. Health and wellbeing activities focused on psychological health and how to build personal resilience. Designated staff updated or received certification to be officers in first aid, health and safety and workplace harassment. Group first aid training was also provided to key roles within the Library.

The total training and development expenditure, excluding staff time, was \$386,537 (see Table 22).

Table 22 Training days, 2009-10

Classification	Male	Female	Total
SES	27	9	36
EL 1-2	105	219	324
APS 5-6	164	421	585
APS 1-4	97	518	615
Total	393	1,167	1,560

APPENDIX H

GIFTS, GRANTS AND SPONSORSHIPS

The individuals and organisations listed in this appendix made substantial financial or in-kind contributions or donations of collection material to the Library in 2009–10. Their generosity is gratefully acknowledged.

SUBSTANTIAL COLLECTION MATERIAL DONATIONS

Individuals

Mr Ray Aitchison
 Estate of Maxine Poynton Baker
 Mrs Jennifer Baume
 Mr Fred Blanks AM
 Mr Richard Bonyngé AO, CBE
 Mr Ian Campbell
 Ms Kay Cottee AO
 Mr Phillip Courtenay
 Mrs Betty Danby
 Ms Susanna de Vries AM
 Mr Peter Game
 Estate of Rosalie Gascoigne AM
 Estate of James Gleeson AO
 Mr Richard Green
 Dr Jack Hibberd
 Mr Bruce Howard
 Dr Michael and Dr Jamie Kassler
 Mr Lou Klepac OAM
 Ms Catherine Long and Mr John Long
 Estate of Dr Richard Mason
 Mrs Joan McCrae
 Dr Richard Meale AM, MBE
 Mr Alan Moir
 Mrs Antoinette Mooy
 Mr Moffatt Oxenbould AM and
 Mr Graeme Ewer AM

Mr Geoffrey Pryor
 Professor Gareth Roberts AM
 Estate of Arthur J Robinson
 Ms Diane Romney
 Mr Gerard Sellars
 Professor Hugh Stretton AC
 Ms Jane Sullivan
 Mr Ning Zhichao

Corporate bodies

Liverpool City Council (Digitisation of *The Liverpool Herald*, 1898–1907)
 Longreach Regional Council (Digitisation of *The Longreach Leader*, 1923–38)
 National Aboriginal and Islander Skills
 Development Association
 Queensland Centre for Government (Digitisation
 of *The Queenslander*, 1866–1939)
 Symphony Australia Services
 Thiess Pty Ltd

Foreign governments or
government bodies

Embassy of the People's Republic of China

GRANTS AND SPONSORSHIPS

Grants

Department of Families, Housing, Community Services and Indigenous Affairs
 Department of the Environment, Water, Heritage and the Arts
 Embassy of the United States of America
 National Archives of Australia
 National Film and Sound Archive
 National Museum of Australia

Sponsorships

Copyright Agency Limited
 The Brassey of Canberra* (Exhibitions and Events program)
 Thiess Pty Ltd
 Sponsors who supplied goods and/or services to the Library in 2009–10 are indicated by an asterisk (*).

SUBSTANTIAL FINANCIAL DONATIONS

Acquisition Trust Fund

Mrs Mary Louise Simpson

Support a Book Program

Dr Diana Carroll
 Professor Campbell Macknight

Fellowships

Friends of the National Library of Australia (Friends of the National Library Travelling Fellowship)
 Mrs Pat McCann (Norman McCann Summer Scholarships)
 Mrs Alison Sanchez (Kenneth Binns Travelling Fellowship)

Dr John Seymour and Mrs Heather Seymour AO (Seymour Summer Scholarships)
 Minerals Council of Australia (Minerals Council of Australia Fellowship)

Other projects

Mrs Alison Sanchez (Kenneth Binns Lecture)
 Dr John Seymour and Mrs Heather Seymour AO (Seymour Lecture in Biography)

TREASURES GALLERY APPEAL

Refer to Appendix I for details

NATIONAL LIBRARY OF AUSTRALIA FUND

Refer to Appendix J for details

APPENDIX I

TREASURES GALLERY APPEAL

The Treasures Gallery Appeal raises funds for the development of a new permanent exhibition space within the Library. The Treasures Gallery, to open in late 2011, will showcase significant and rare cultural heritage materials from the earliest colony at Port Jackson to important contemporary material including Indigenous documents such as the papers of Eddie Mabo.

Treasures Gallery gift levels are:

- Principal Treasures Gallery Partners – gifts of \$1,000,000 and above
- Platinum Treasures Gallery Partners – gifts of \$250,000 and above
- Gold Treasures Gallery Partners – gifts of \$100,000 and above

- Silver Treasures Gallery Partners – gifts of \$50,000 and above
- Bronze Treasures Gallery Partners – gifts of \$25,000 and above
- Opal Treasures Gallery Partners – gifts of \$10,000 and above
- Jade Treasures Gallery Partners – gifts of \$5,000 and above
- Amber Treasures Gallery Partners – gifts up to \$5,000.

The individuals and organisations listed in this appendix have collectively contributed well over \$3 million to the Treasures Gallery Appeal. The Library gratefully acknowledges their generosity.

PRINCIPAL TREASURES GALLERY PARTNER

The Ian Potter Foundation

PLATINUM TREASURES GALLERY PARTNERS

John T. Reid Charitable Trusts
Sidney Myer Fund

GOLD TREASURES GALLERY PARTNERS

ActewAGL*
Professor Henry Ergas
Harold Mitchell Foundation
Ms Helen James and Dr James Bettison
(Bettison and James Family Trust)

Macquarie Group Foundation
Mr Kevin McCann AM
Thyne Reid Foundation

SILVER TREASURES GALLERY PARTNERS

Friends of the National Library of Australia

BRONZE TREASURES GALLERY PARTNERS

Mr James Bain AM and Mrs Janette Bain
Mr Victor Crittenden OAM
Mr James O. Fairfax AC

OPAL TREASURES GALLERY PARTNERS

F. & J. Ryan Foundation
 GHD Pty Ltd*
 Dr Kenneth Moss AM and Mrs Glenn Moss

JADE TREASURES GALLERY PARTNERS

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

AMBER TREASURES GALLERY PARTNERS

Mr Karl Alderson	Mr G. Colson
Dr Marion Amies	Dr Veronica Condon
Anonymous donors	Ms Barbara Connell
Mr Shane Baker and Ms Linda Pearson	Dr Russell Cope PSM
Ms Lucy Bantermalis	Professor James Cotton
Ms Nolene Baker	CRA International
Mr and Mrs R.N. Barnett	Mr Brian R. Crisp
Dr Pamela Bell OAM	Ms Debra Cunningham
Mrs Jessie Bennett	Mr Brian Davidson
Mrs Maree Bentley	Dr Mary Dickenson
Ms Wendy Bertony	Mr Norman Dickins
Ms Baiba Berzins	Ms Rita Dodson
Mr Udai N. Bhati	Ms Naomi Doessel
Mrs Phoebe Bischoff OAM	Ms Chris Dormer
Mrs Rita M. Bishop	Ms Melanie Drake
Blake Dawson Waldron*	Mr Ian Dudgeon and Ms Kay Stoquart
Mr Kevin J. Blank	Ms Jeanette Dunkley
Mr Warwick Bradney	Ms Kristen Durran
Mrs Mary Brennan	Mr Tim Dyke and Ms Kylie Waring
Sir Ron Brierley	Ms Ennis Easton
Dr Desmond Bright and Dr Ruth Bright AM	Mr Greg Ellway
Mr John H. Brook	Mrs Pauline Fanning ISO, MBE
Dr Robert Brown	Professor Frank Fenner AC, CMG, MBE
Mr Thomas Brown AM	Mrs Shirley Fisher
Dr Geoffrey A. Burkhardt	Mr Anthony Francombe and Mrs Roma Francombe
Ms Sheila Byard	Ms Jan Fullerton AO
Mr Graeme Camage and Mrs Elaine Camage	Dr Donald Gibson
Mr Clyde Cameron AO	Mr Ross Gibson and Mrs Rellie Gibson
Mrs Jennie Cameron	Ms Margot Girle
Dr John J. Carmody	Ms Sylvia Glanville
Ms Jennifer Carrington	Ms Erica Gray
Dr Diana Carroll	Ms Sue Gray
Dr Patricia Clarke OAM	

Mr Jacob Grossbard
 Ms K.E. Halfpenny
 Ms Carol Hamilton
 Mr and Mrs Warren Harding
 Mr John Hawkins 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 Horne and Mrs Noreen Horne
 Dr Ron Houghton DFC and
 Mrs Nanette Houghton
 In memory of Mr Reginald Fox and
 Mrs Phyllis Fox
 Dr Anthea Hyslop
 Mr Ashton Johnston
 Ms Ruth S. Kerr
 Ms A.J. Kitchin
 Ms Kaye Lawrence
 Mr Paul Legge-Wilkinson and
 Mrs Beryl Legge-Wilkinson
 Mr Andrew Ligertwood and
 Mrs Virginia Ligertwood
 Ms Nina Loder
 Ms Louise Luscombe
 Mr Donald McDonald AC and
 Mrs Janet McDonald AO
 Dr Rosemary McKenna
 Mr G. Meldrum
 Mrs Denyse Merchant
 Mr K.A. Michaelides
 Mrs Mary Michalas
 Ms Eveline K. Milne
 Mrs Mary Mitchell
 Ms G. Morrison
 Mr Claude Neumann
 Ms Margaret Nixon
 Mr John Oliver and Mrs Libby Oliver
 Mrs Janette Owen
 Mr Angus Paltridge and Mrs Gwen Paltridge
 Ms Penny Pardoe-Matthews
 Mr J.W. Persse
 Mr Noel Potter
 Lady Price
 Qantas Airways Limited
 The Hon Margaret Reid AO
 Mr Chris Richardson and Mrs Cathy Richardson
 Mrs Elizabeth Richardson OAM
 Mr Jack Ritch and Mrs Diana Ritch
 Ms Colleen Rivers
 Mrs Patricia Roberts
 Ms Pamela Robinson
 Professor Alan Robson AM
 Mr Alan Rose AO and Mrs Helen Rose
 Ms Jane Sandilands
 Ms Jude Savage
 Mr Graham Scully
 Ms Jill Smith
 Mrs Jane Smyth
 Mr Gavin Souter AO and Mrs Ngaire Souter
 Mr David Sparrow
 Mr Peter Spyropoulos
 Mrs Elinor Swan
 Mr Jack Taylor and Mrs Jess Taylor
 Mr K. Temperley
 Mrs Dossie Thompson
 Mr Bill Thorn and Mrs Angela Thorn
 Ms Helen Todd
 Mr Tony Triado
 Ms Lisa Turner
 Mr J. Visione
 Mr Brian Wall and Mrs Margaret Wall
 Mr John O. Ward
 Ms Lucille Warth
 Mr Sam Weiss and Mrs Judy Weiss
 Ms Eve White
 Mr Richard White
 Professor Robin Woods AM
 Words Discussion Group
 Many other individual Library supporters
 contributed generously through the Exhibitions
 Donations Box.
 Contributors who supplied goods and/or services
 to the Library in 2009–10 are indicated by an
 asterisk (*).

APPENDIX J

NATIONAL LIBRARY OF AUSTRALIA FUND

The National Library of Australia Fund was launched in 2009. The Fund will help to ensure that our Australian documentary heritage collections remain world class and accessible.

National Library of Australia Fund donors are acknowledged at the following gift levels:

- Platinum Patron – gifts of \$100,000 and above
- Gold Patron – gifts of \$50,000 and above
- Silver Patron – gifts of \$25,000 and above
- Bronze Patron – gifts of \$10,000 and above
- Patron – gifts of \$1,000 and above
- Donor – gifts up to \$1,000.

The Library gratefully acknowledges the generosity of Donors and Patrons. Listed below are Donors who have given during 2009–10, and Patrons of the National Library of Australia Fund since its inception in 2009.

SILVER PATRON

Dr Ron Houghton DFC and Mrs Nanette Houghton

BRONZE PATRON

Associate Professor Noel Dan AM and Mrs Adrienne Dan
One Bronze Patron donated anonymously at this level

PATRONS

Dr Marion Amies
Mrs Phoebe Bischoff OAM
Mrs Josephine Calaby
Mr Andrew Freeman
Mrs Claudia Hyles
Dr Terry Kirk and Dr Joyce Kirk
Ms Marjorie Lindenmayer
Dr Jan Lyall PSM
Ms Janet Manuell SC
Mrs Vacharin McFadden
Mr Peter McGovern AM
Ms Fiona McLeod SC

Dr Kenneth Moss AM and Mrs Glennis Moss
Ms Jane Needham SC
Mr John Oliver and Mrs Libby Oliver
Mr Jack Ritch and Mrs Diana Ritch
Professor Alan Robson AM
Ms Kay Rodda
Ms Chris Ronalds AM SC
Mr Bill Thorn and Mrs Angela Thorn
Mr John Ulm and Mrs Valda Ulm
Three Patrons donated anonymously at this level

DONORS

Mr Robert Allmark
 Mr Bruce Andrews
 Mr Alan Ashley and
 Mrs Marjorie Ashley
 Ms Nolene Baker
 Ms Margaret Bettison
 Mr Udai N. Bhati
 Mr Fred Blanks AM
 Ms Emily Booker
 Mr Ray Bowen
 Mr Warwick Bradney
 Mrs Betty Bretland
 Mr Rob Brian
 Sir Ron Brierley
 Mr John Brook
 Dr Geoffrey Burkhardt
 Mr John Burn
 Dr Geoffrey Cains
 Ms Debbie Cameron
 Ms Veronica Carey
 Emeritus Professor
 David Carment AM
 Ms Jennifer Carrington
 Mrs Katherine Cawsey
 Mrs Joan Chapman
 Mrs June Cheyne
 Mr Alfred Chi
 Mr Neville Connell
 Mrs Gloria Cumming
 Ms Debra Cunningham
 Ms Merl Cuzens
 Mr Brian Davidson
 Mr Ettore de Borzatti and
 Mrs Fabia de Borzatti
 Mr Alfredo Di Fronzo
 Dr Mary Dickenson
 Mr Norman Dickens
 Mr Ian Dudgeon and
 Mrs Kay Stoquart
 Mr Ibrahim Emseis and
 Mrs Ellen Emseis
 Mr Mike Enders
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 Mrs Sandy Forbes
 Mr Robert Foster and
 Mrs Irene Foster
 Ms Lesley French
 Mr Justin Gardener
 Ms Sylvia Glanville
 Mr Herbert Godwin
 Mr Len Goodwin and
 Mrs Barbara Goodwin
 Ms Sue Gray
 Mr Alan Hall and
 Ms Heather Hall
 Mr Warren Harding and
 Mrs Elizabeth Harding
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 Ms Heather Henderson
 Ms Marion Hicks
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 Dr J. Vaughan Johnson
 Mr Peter Kennedy
 Ms Joan Kennedy
 Dr Ruth Kerr
 Mr Kenneth Kimberley
 Ms Anne Latreille
 Mr Michael Lazarides
 Mrs Diana Leeder
 Ms Nina Loder
 Dr Cristobel Mattingley in
 honour of Mrs Beryl Turner
 Mayne Wilson and Associates
 Emeritus Professor
 Isabel McBryde AO
 Ms Selma McLaren
 Dr Betty Meehan FAHA
 Mrs Joan Merrell
 Mr Kyriacos A Michaelides
 Mrs Mary Mitchell
 Mr D. Bruce Moore
 Dr John Morris AO, MBE
 Ms Marion Newman
 Mr Angus Paltridge
 Dr Nina Pangahas
 Dr Margaret Park and
 Mr George Imashev
 Ms Doreen Parker
 Mrs Ann Parkinson
 Ms Winnie Pelz
 Mr Michael Persse
 Mrs Winsome Plumb
 Mr Chester Porter QC
 Mrs Anne Prins
 Ms Elizabeth Pryce
 Mr Binayak Ray
 Mrs Angela Raymond in
 memory of her late husband
 Robert Raymond
 Mrs Elizabeth Richardson OAM
 Miss Janet Robertson
 Mrs Patricia Roberts
 Dr John Robertson and
 Mrs Suzanne Robertson
 Dr Maxine Rochester
 Emeritus Professor Jill Roe AO
 Mr Alan Rose AO and
 Mrs Helen Rose
 Mr William Rutledge
 Ms Jane Sandilands
 Dr Kenneth Shepherd
 Dr Mike Slee and
 Dr Judy Slee
 Ms Wendy Smith
 Mr Gavin Souter AO
 Mr Dan Sprod OAM
 Mrs Helene Stead
 Mrs Valerie Stoney
 Mrs Elinor Swan
 Mrs Rhonda Thiele
 Ms Lisa Turner
 Dr Glen Barclay and
 Dr Caroline Turner AM
 Professor Eric Wainwright and
 Ms Dagmar Parer
 Dr Auriol Weigold
 Ms Helen White
 Mrs Muriel Wilkinson
 The Reverend Robert Willson
 Dr Robert Withycombe
 Mrs Iris Isabel Wolfe
 Miss Helen Woodger
 Fourteen Donors gave
 anonymously at this level.



GLOSSARY AND INDEXES



CLOCKWISE FROM TOP LEFT:
The Australian Women's Weekly, 11 October 1967
The Canberra Times, 4 February 1954, p.1
The Australian Women's Weekly, 31 October 1973
The Sydney Morning Herald, 3 November 1954, p.1

GLOSSARY

Balanced Scorecard	A strategic management tool
crawler	A program used by search engines to 'crawl' the web by following links from page to page. This is how most search engines find the web pages that they place in their index
effectiveness	The extent to which actual outcomes are achieved, against the outcomes planned, via relevant outputs or administered expenses
gigabyte	1,000 megabytes of data storage capacity
Libraries Australia	A service providing information about items held by Australian libraries, used by Australian libraries for automated cataloguing and inter-lending; see <librariesaustralia.nla.gov.au>
LibraryForge	An open public web-based code repository that hosts the Library's open source software development projects
logarithmic scaling	A scale of measurement in which equal distances on the scale represent equal ratios of increase (for example, with logarithmic scale to the base of 10, the numbers 10, 100 and 1,000 are shown separately by equal distances on the graph)
OCLC WorldCat	A global network of library content and services; see <www.oclc.org/worldcat/>
open source	The development method used for many pieces of software where the source is freely available for anyone to work on, modify, learn from or use in other projects
outcomes	The results, impacts or consequences of actions by the Australian Government on the Australian community
PANDORA: Australia's web archive	A web archive established by the Library in 1996. <i>PANDORA</i> stands for Preserving and Accessing Networked Documentary Resources of Australia; see <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
petabyte	1,000 terabytes of data storage capacity
Picture Australia	A single web entry point to digitised heritage image collections; see <www.pictureaustralia.org>
quality	The characteristics by which customers or stakeholders judge an organisation, product or service
Reference Service	Services provided by the Library that help users understand and navigate the information environment to pursue independent self-directed research
Re-Imagining Libraries	An initiative of National and State Libraries Australasia, in which the Library is working with state and territory libraries and the National Library of New Zealand to transform its library services to better meet user needs in the digital age
terabyte	1,000 gigabytes of data storage capacity
Trove	A national discovery service implemented by the Library in November 2009, providing a single point of access to a wide range of traditional and digital content from Australian collections and global information sources
Web 2.0	The second generation of the World Wide Web, particularly the movement away from static web pages to dynamic and shareable content and social networking

Shortened forms

APS	Australian Public Service
AWA	Australian workplace agreement
EL	executive level
FOI	freedom of information
GST	goods and services tax
HRMIS	Human Resources Management Information System
IT	information technology
OH&S	occupational health and safety
PADI	Preserving Access to Digital Information
SES	senior executive service

COMPLIANCE INDEX

This report complies 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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While not required of statutory authorities, this report also selectively complies with the Department of the Prime Minister and Cabinet's *Requirements for Annual Reports* approved on 23 June 2010 by the Joint Committee of Public Accounts and Audit under subsections 63(2) and 70(2) of the *Public Service Act 1999*.

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