

NATIONAL
LIBRARY OF
AUSTRALIA

2010-2011
ANNUAL REPORT



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ANNUAL REPORT

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Réception à Diely, Timor (detail) 1818, nla.pic-vn5016825; see page 58; see page 138



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The Hon Simon Crean MP
Minister for the Arts
Parliament House
CANBERRA ACT 2600

Dear Minister

The Council of the National Library of Australia has pleasure in submitting to you, for presentation to each House of Parliament, its annual report covering the period 1 July 2010 to 30 June 2011.

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 select regard to the *Requirements for Departmental Annual Reports*, approved by the Joint Committee of Public Accounts and Audit under subsections 63(2) and 70(2) of the *Public Service Act 1999* and made available by the Department of the Prime Minister and Cabinet on 8 July 2011.

We commend the Library's achievements to you.

Yours sincerely

The Honourable J.J. Spigelman AC
Chair of Council

Ms Anne-Marie Schwirtlich
Director-General

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George W. Bell
Three Women and Two Men Playing Cricket in a Back Alley c.1965
digital b&w photograph
Pictures Collection, nla.pic-vn5149565
New acquisition



1

INTRODUCTION



George W. Bell
Women Workers Supervising Sterilised Sliced Beans
Being Filled into Cans at Leeton Co-operative Cannery,
Leeton, New South Wales c.1942
b&w photograph; 16.0 x 21.0 cm
Pictures Collection, nla.pic-vn4969329
New acquisition

CHAIR'S REPORT

In November 2010, Jan Fullerton AO retired as Director-General of the National Library of Australia after 11 years in that role and 43 years as a Library employee. The retirement of such a long-serving leader is a moment of great significance in the history of any organisation.

Over the entire period of her service and, more particularly, in her leadership role, Jan has left an indelible stamp on the collection, the means of access to that collection and on the culture of the Library. Her contribution to the employees and users of the Library and to the library profession throughout Australia has been justly celebrated on a number of occasions. I wish to add my appreciation of that contribution on behalf of the Council of the Library.

The transition to the new leadership of Anne-Marie Schwirtlich has been smooth; the Council has already come to appreciate her leadership as the new Director-General. Her experience, as the State Librarian of Victoria, has given her worthy preparation for her new role. This transition has occurred at a time when libraries throughout the world are facing what is perhaps the greatest challenge since their creation. The proliferation of electronic material and issues of access to it via the internet create opportunities, demands and risks for all major libraries throughout the world. The Library was one of the first to react to the significance of this development, but its early leadership in adapting to this challenge is gradually slipping away.

Unlike the overwhelming majority of nations, which have legislation requiring publishers to deposit all publications with a central library, Australian legislation has not caught up with digital publishing. The legislation has not yet been extended to encompass electronic forms of publication and to public websites. The Library has made significant progress in digitising its collection, particularly pictures, newspapers and music. This is only the beginning, however, of a very long and expensive process, which is not yet funded. The Library has begun scoping a project to replace our ageing digital system and to put us in a position to substantially expand the availability of our collection through the innovative *Trove* service.

This technology ensures that the Library is a truly national library and not simply a service available to those who live in or visit Canberra. In asserting this, I do not underestimate the significance of the 500,000 visitors that use the reading rooms and enjoy our exhibitions in the Library as a physical space. This remains a primary focus of the services that the Library provides.

During the 2010–11 year the Library embarked on a project to open the entire ground floor of the Library building to the public. The Treasures Gallery and new Exhibition Gallery are nearing completion and a new entry service desk and work area have been created in the Main Reading Room. With the conclusion of this project, it is proposed to integrate and redevelop other reading rooms, to improve reader services and amenities and increase service efficiency.

This reconfiguration is designed to ensure that the Library remains a leading centre for scholarship and research and continues to act as host to the large number of writers, academics, researchers, creative artists and others who use the collections and the services on site.



In conclusion, I wish to acknowledge the skill and professionalism of the staff of the Library. In this, my first full year as Chair, I have been increasingly impressed by these qualities. I also wish to thank the other members of the Council for their dedication and the stream of ideas and comments which have ensured that the Council has successfully fulfilled its role of determining broad policy issues and supervising the implementation of those policies, in order to serve the purposes of the legislation under which we are constituted.

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

The Hon James J. Spigelman AC

DIRECTOR-GENERAL'S REVIEW

Collaboration has been a strong focus for the National Library of Australia during 2010–11. The Australian library sector is renowned for its collaborative achievements and the Library makes a significant contribution to this through its leadership role and investment in infrastructure to support national resource discovery and sharing.

In particular, we have been working closely with our National and State Libraries Australasia (NSLA) colleagues to complete several of nine major projects known as *Reimagining Libraries*, and to progress the remaining projects. Two years ago, NSLA libraries agreed to work together to achieve a shared vision of 'one library' where anyone seeking to use the services of a NSLA library would receive a consistently high level of service that is based on a common set of policies and standards. The Library is leading and contributing to a wide range of strategic projects, including: uniform copyright access guidelines, improved user access to electronic resources, new models for reference services, improvements to the delivery of collection items through interlibrary loan and document supply services, models for collaborative collection development and collaborative approaches to digital collecting and preservation. Much of the work undertaken under the auspices of *Reimagining Libraries* has been based around improving internal workflows and practices in NSLA libraries. For example, the Library has recently completed a major survey and report on processing archival collections, which will lead to improvements in organisational structures, workflow practices and performance in collections management.

While the Library shares a special working relationship with the state and territory libraries, we collaborate with many other libraries and collecting institutions to build national systems to support the information needs of Australians. *Libraries Australia* is the key service through which the Library collaborates with Australian libraries, and provides infrastructure to support collection management, cataloguing, interlibrary lending and document supply. During the year, membership of *Libraries Australia* increased from 1263 to 1301 libraries, with growth in the membership of school libraries, a previously under-represented group. The Library continues to collaborate with the global library network, Online Computer Library Center (OCLC), through which *Libraries Australia* members have access to, and share their data with, a global database of library collections known as WorldCat.

Our newest service, *Trove*, reaches well beyond the library sector and heralds a new stage in the Library's collaboration with the broader collecting and research sectors. *Trove* offers a single place where users can discover the wealth of information that is held in the collections of more than 1,000 Australian libraries, galleries, museums, archives and universities. After a short period of operation, *Trove* is now an essential starting point for discovering information about Australia and Australians, with the number of visits per day averaging 35,000 and the number of pageviews per day averaging 500,000. *Trove* provides public access to more than 240 million items, 67 per cent of which are available online. In the past year the content in *Trove* has grown significantly, with a highlight being the addition in May 2011 of more than 113 million records for electronic journal articles, which were added through a partnership arrangement with two vendors. Users of *Trove* are able to access the full text of these articles if their library has a relevant subscription. *Trove*



continues to attract very strong engagement and data contribution from users: over 30,000 of these users have registered their profile with *Trove*; over 33 million lines of digitised newspaper text have been corrected; over 3,500 lists and bibliographies have been created; and over 800,000 subject tags have been added.

Trove received the 2011 'Excellence in eGovernment' Award as the most outstanding government IT initiative across federal, state and local government from 62 nominations.

Trove also won the award for the best initiative in the Service Delivery Category.

Digitisation remains a high priority for the Library and this has been a highly productive year working in partnership with libraries and publishers to increase access to freely available digitised content. Early in the year, we issued guidelines for institutions wanting the Library to digitise newspaper titles on their behalf for inclusion in the digitised *Australian Newspapers* collection, which is searchable through *Trove*. Collaborative projects included digitisation of: regional Victorian newspapers, funded by the State Library of Victoria; the *Longreach Leader*, funded by the Longreach Regional Council; three local titles, funded by the Liverpool City Council; three titles funded by the ACT Library Service; and six others, funded by the Hawkesbury Library Service. Digitisation of an early feminist newspaper, *The Dawn*, was funded by the public following an online fundraising campaign. The Library also recently commenced a fundraising campaign in collaboration with *The Canberra Times*, in order to digitise in-copyright issues published between 1955 and 1996. It is hoped that the first stage of this major project, 1955 to 1975, will be completed in time for the Centenary of Canberra celebrations in 2013. Digitisation of *The Australian Women's Weekly*, undertaken in association with Australian Consolidated Press and the State Library of New South Wales, was completed in November 2010. The first 50 years of *The Weekly*, representing 232,000 pages of articles, photographs and advertisements, which offer a unique insight into the social history of Australia in the twentieth century, are now freely available to the public. In addition to these collaborative projects, the Library has continued its regular digitisation program, adding 12,907 items online this year, including photographs by Peter Dombrovskis, E.W. Searle and Wes Stacey and selected maps and music.

The Library values the opportunity to work cooperatively with other national cultural institutions and government agencies. We manage the Community Heritage Grants Program on behalf of several funding partners: the Department of the Prime Minister and Cabinet Office for the Arts, the National Archives of Australia, the National Film and Sound Archive and the National Museum of Australia. In November, the program distributed \$418,000 to 70 community groups representing every state and territory, to assist with the preservation of locally held collections of national significance. Funding from the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) enabled the Library to make 190 interviews from the *Bringing Them Home* oral history project available online. We also re-interviewed 29 original interviewees about their lives and views since the national Apology to the Stolen Generations. The Library has made good progress on a much larger FaHCSIA-funded oral history project, *Forgotten Australians and Former Child Migrants*. To date, 66 interviews have been conducted, 35 of which are available online via the Library's website.

The fundamental work of collection building was a strong priority for the Library. As well as receiving 17,969 Australian publications through legal deposit and acquiring 51,513 items for the Australian and overseas printed collections, the Library acquired a wide selection of interesting, rare and iconic items across a range of formats, for example:

- A rare botanical book from the Napoleonic era by botanist and gardener to Empress Josephine, Aimé Bonpland, *Description des Plantes Rares Cultivées à Malmaison et à Navarre*, containing 20 plates of Australian flora, including plants collected by Baudin and from the earlier d'Entrecasteaux voyage.
- A Bible, issued by the Royal Navy, featuring a convict broad arrow on the cover. This copy belonged to convict Amos Crisp, who arrived in New South Wales in 1816. It was donated by his descendants.
- Henric Nicander's *Dissertatio de Quadrante Murali*, a 1770 Swedish thesis on John Bird's method of constructing mural quadrants which contains an overview on navigation and longitude. A mural quadrant was used aboard the *Endeavour*.
- A large collection of material relating to the 2010 federal election collected for the PANDORA archive. More than 300 websites were collected ranging from party and candidate sites, YouTube video sites for the major parties, media commentary, *The Sydney Morning Herald's* election coverage pages from 17 July until 14 September and the Australian Electoral Commission's virtual tally room, which was collected twice on election night and again at the completion of counting. In addition, over 2,800 printed items were collected, including how-to-vote cards, fliers and posters.
- *Zhong gong zhong yao li shi wen xian zi liao hui bian* (*Classified Documents on the Chinese Communist Party*), an outstanding 300-volume resource containing copies of thousands of important classified documents related to the history of the Chinese Communist Party.
- A copy of Teodosio Ximenes' *Ha'u maka Lucas*, the first novel written in the Tetum language of East Timor. The work deals with Timor's stolen generation—children removed from their families by the Indonesian military to be brought up as Indonesian Muslims. The Library's copy is signed by the author.
- *The Fitzwilliam Book of Hours*, a Folio Society facsimile of the original held by the Fitzwilliam Museum, in Cambridge. Created in Bruges around 1510, when Flemish illumination was at its peak, this superbly illustrated volume is considered one of the finest Books of Hours.
- *Irish Newspaper Archives*, the largest online database of Irish newspapers, with coverage of titles from 1763 to the present.
- *Asia Studies Full Text Online*, which brings together thousands of reports covering 55 countries in Asia, Australasia, the Pacific rim and Pacific islands on a multitude of business, government, economic and social issues.
- Two charts annotated by French navigator Louis de Freycinet during his 1817–20 voyage on the *Uranie*, several letters discussing the voyage, and a beautiful Jacques Arago watercolour of Freycinet and his wife Rose stepping ashore in Dili, East Timor, in 1818. These items were supplemented by a generous donation of Freycinet material from the Woodside Valley Foundation, comprising letters by Freycinet family members, another annotated chart, and a full manuscript transcription of Rose de Freycinet's journal recording her voyage around the world.
- Several maps highlighting the interest of Japan in Australia and the world, including a large woodblock world map published in Edo in the 1780s, showing an anachronistic *Terra Incognita*, and a series of Japanese industrial and military maps of Australia and the region published during the 1930s–40s.

- A rare eye-witness drawing of an armed attack by a group of Darling Downs squatters on a group of Indigenous people. The 1840s drawing is by squatter Thomas John Domville Taylor.
- Documentary photography of many aspects of contemporary life, including use of the 'basics card' and gathering bush tucker in Northern Territory communities, Islamic communities in Melbourne, the Queensland floods, protesting detainees at the Villawood Detention Centre, and the first public charge pod for electric cars. Photographs from past decades include 1950s women factory workers, 1960s domestic scenes at the Lake Tyers Aboriginal Mission, and 1970s fellmongers and tanners.
- Notable Manuscripts acquisitions, including the archives of art historian Professor Bernard Smith and Professor Hugh Stretton, one of Australia's most influential public intellectuals; the personal papers of two Miles Franklin award-winning novelists Randolph Stow and David Foster, and the collection of musical manuscripts of refugee composer Felix Werder, an important acquisition arising from the exhibition *The Dunera Boys: Seventy Years On*.
- Among the many prominent Australians interviewed for the Oral History collection were expatriate author Kate Jennings, gardener Peter Cundall, champion axeman Vic Summers, director Neil Armfield and many former politicians for a joint project with the Museum of Australian Democracy. New social history projects included interviews on the experience of polio and with Indigenous service personnel, and a project on dog trappers.

Construction of the Treasures and Exhibition galleries and associated renovation of the Main Reading Room was completed on time and on budget in June 2011. The Main Reading Room features new service desks and an informal reading area as well as new shelving for reference collections and journals. Opening on 8 October 2011, the new Treasures Gallery will feature some of the Library's most prized items, including James Cook's *Endeavour* journal, the papers of Edward Koiki Mabo, Australia's earliest printed document and Jørn Utzon's model for the Sydney Opera House shells.

The Friends Lounge was relocated from the ground to the fourth floor to make space for the Treasures Gallery. The Friends are strong advocates for the Library and they continue to support our activities through a vibrant events program and funding for an annual travelling fellowship. This year's major Friends events, the Kenneth Myer Lecture—given by Maggie Beer—and the celebration of gardening guru Peter Cundall, both resulted in a packed theatre.

The Library's events program was also well supported. Notable events included the 2010 Seymour Lecture in Biography by acclaimed English author Frances Spalding, David Suzuki's lecture on his publication *The Legacy*, and our major conference, *True Stories: Writing History*. There were no major exhibitions during the year due to building works. The highly successful Dunera Boys exhibition, which was held in the Visitor Centre, brought us into contact with many Dunera Boys and their families, resulting in donations of collection material.

The generosity of friends and supporters enables the Library to offer fellowships, hold exhibitions, lectures and other events, and continue with important work such as digitising collections for national access. Four postgraduate researchers benefited from the Norman McCann Summer Scholarships and the Seymour Summer Scholarship. The inaugural Minerals Council of Australia Fellowship supported postdoctoral research into the origins of the Billiton Company. The Library also offered a Japan Fellowship and four Japan Study Grants, from the Harold S. Williams Trust, to support research at the Library using the Japanese collections.

The Kenneth Binns Lecture was delivered by Christopher Koch as the opening address at the *True Stories* conference. The Binns and Friends of the National Library fellowships supported travel for two staff to Washington and the United Kingdom to undertake research into the use of social media by libraries and management of digital archives.

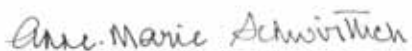
In last year's *Annual Report* the need to replace old and inadequate systems with new, robust scalable tools for collecting and preserving digital collections was noted as a significant issue. To address this need, the Library has commenced a project to implement a next-generation digital library infrastructure to support rich, petabyte-level, digital Australian collections that are well managed, preservable and accessible for the long term. Prior to starting the project, the Library undertook a detailed investigation of existing open-source and proprietary solutions that are in use or development by other national libraries and vendors. The Library will work on this as one of its highest priorities for the next four years.

The Library has initiated an in-depth review of its collecting of print publications from overseas. Last financial year, approximately 22,000 publications were collected, with most published in the United States, the United Kingdom, Indonesia and China. The objective of the review is to assess options for reducing the costs associated with acquiring and processing overseas print publications, taking into account the needs of researchers and trends and developments in information dissemination, such as e-publishing and mass digitisation of older publications. The review will recommend a strategy for implementation over the next five years and will form part of the Library's forthcoming strategic planning.

Council members and senior staff have embarked on discussions to develop a set of strategic priorities that will guide the Library's work over the next three years. The outcome of our strategic planning process may necessitate a realignment of priorities and funding in order for the Library to operate effectively in the digital world. At the same time, the Library will be seeking to take advantage of the opportunities offered through the National Broadband Network to extend the reach of our discovery service, *Trove*, and our significant digital content. We will also pay close attention to the government's agenda for the National Cultural Policy and we will actively promote the role of libraries within the Australian cultural landscape.

Two corporate management priorities have been a review of the Library's occupational health and safety systems and the development of an environmental management system. These initiatives reflect a strong commitment to our responsibilities that will build upon our recent achievements.

The government funding model, including the application of the efficiency dividend, will continue to challenge the Library to meet its statutory obligations. The challenge is significant, with the efficiency dividend having reduced the Library's base funding by almost \$4 million in the last four years. Much work has been done to improve efficiency and the Library will work closely with the portfolio department and other agencies to identify further opportunities for efficiency savings. With information increasing rapidly and client expectations at an all-time high, this is a critical time for the Library.



Anne-Marie Schwirtlich

SUMMARY OF FINANCIAL PERFORMANCE

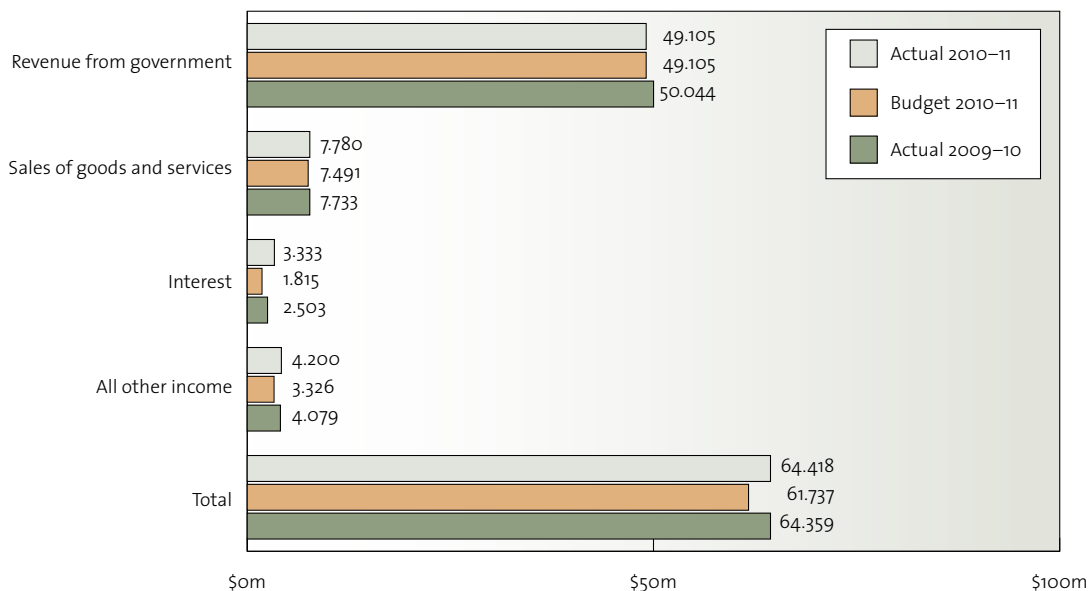
Operating outcome

During 2010–11, income, including revenue from government, amounted to \$64.418 million and expenses were \$71.982 million, resulting in a deficit of \$7.564 million. It should be noted that, from an income statement perspective, the Library does not receive appropriation funding for depreciation of the national collection totalling \$11.936 million, which forms part of operating expenses. Government funding for the purchase of collection material is instead provided through an equity injection totalling \$9.743 million.

Income

Total income of \$64.418 million for 2010–11 was \$2.681 million above budget and compares to total actual income of \$64.359 million for the 2009–10 financial year. Figure 1.1 below shows a comparison of income across items against budget for the 2010–11 and the 2009–10 financial years.

Figure 1.1 Income, 2010–11 and 2009–10

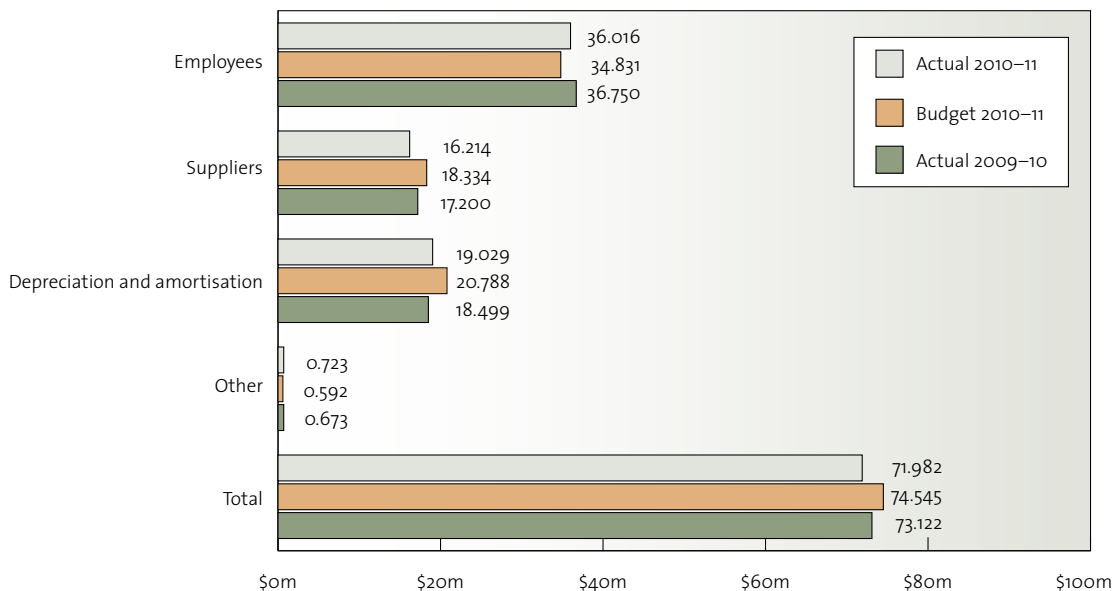


The major variations between financial years relate to increases in interest revenue of \$0.830 million and a decrease in revenue from government of \$0.939 million. The increase in interest revenue is primarily the result of increased deposit rates received during 2010–11. The reduction in revenue from government largely reflects one-off funding of \$0.805 million received in 2009–10 to develop a business case for the implementation of infrastructure to enable various cultural institutions, including the Library, to digitise existing collections and to collect, manage and provide access to their digital collections.

Expenses

Total expenses of \$71.982 million were \$2.563 million below budget and \$1.140 million less than the 2009–10 financial year expenditures. Figure 1.2 shows a comparison of expenditure across items and against budget for the 2010–11 and 2009–10 financial years.

Figure 1.2 Expenses, 2010–11 and 2009–10



Employee expenses were \$0.734 million less than 2009–10 expenditure and this is largely the result of a combination of factors including: a net reduction in leave expenses of \$0.797 million associated with a reduction in the value of long service leave liabilities due to the movements in the long-term bond rate during 2010–11 and increased leave expenses having been recognised in 2009–10 as a result of the Library’s enterprise agreement, where performance based pay was abolished and incorporated into base salary; increased capitalisation of staff time of \$0.320 million associated with the development of internally developed software and digitisation of collection material, which has the effect of reducing salary expenditure; and a small reduction in staff numbers (8.2 average staffing level). These reductions were partially offset by base salary increases that were provided to staff under the Library’s enterprise agreement.

Supplier expenses were lower (\$0.986 million) than 2009–10 expenditure largely due to the expenditures associated with the funding received in 2009–10 to develop a business case for the implementation of digital collection infrastructure.

Depreciation and amortisation expenses were \$0.530 million higher than 2009–10. Of this variation, the primary reasons for the increase include: building depreciation increased by \$0.174 million as a consequence of the building revaluation undertaken in June 2010; and depreciation for plant and equipment increased by \$0.251 million largely as a result of the replacement of existing assets.

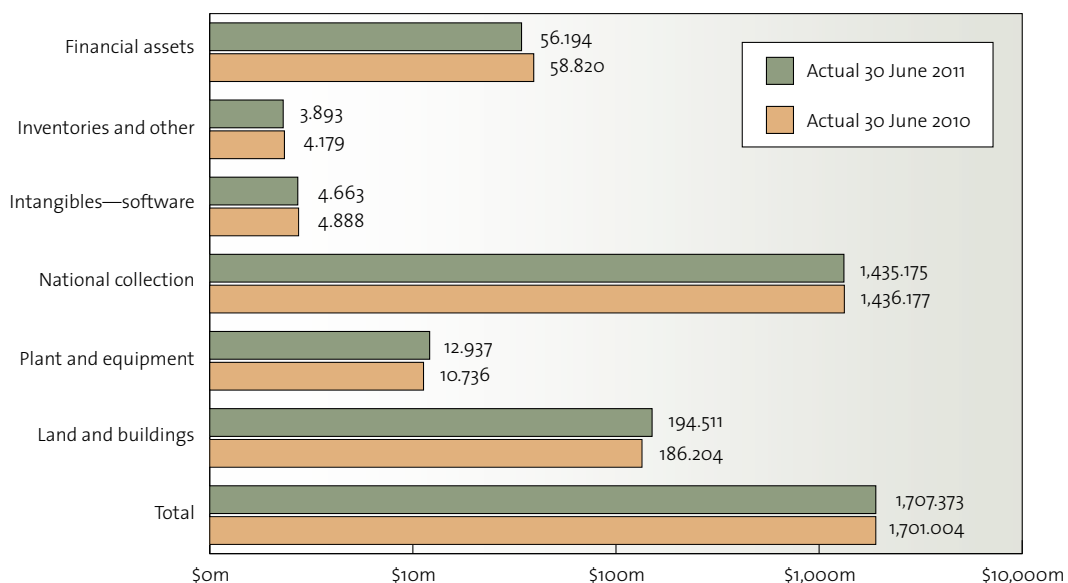
Equity

The Library's total equity increased by \$5,564 million to \$1,689.765 million in 2010–11. The net increase was a result of an equity injection (\$9.743 million) for collection acquisitions; a net revaluation increment (\$3.385 million) following the revaluation of the Library's land and buildings; and the net operating result (\$7,564 million) for 2010–11.

Total assets

Figure 1.3 shows that the total value of the Library's assets increased by \$6.369 million to \$1,707,373 million in 2010–11.

Figure 1.3 Total assets, 2010–11 and 2009–10



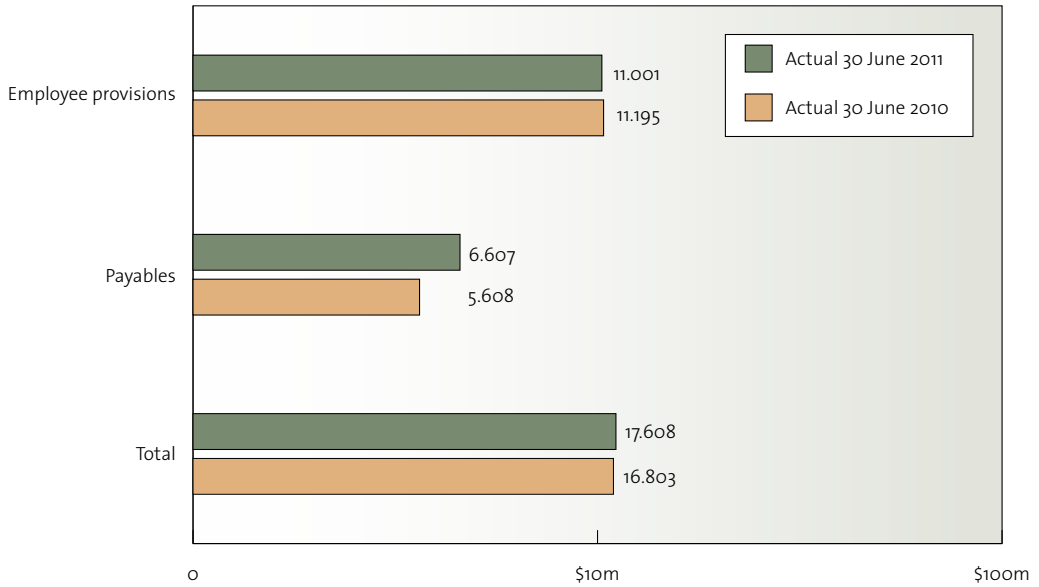
Note: A logarithmic scale is used.

The increase in non-financial assets (\$8.995 million) was the result of the revaluation of the Library's land and buildings (a net increment of \$3.385 million); and the net difference between current year assets acquisitions, disposals and current year depreciation expenses (\$5.346 million). In addition, there were increases in the value of inventories (\$0.182 million) and the value of prepaid supplier expenses (\$0.082 million). The decrease in financial assets (\$2.626 million) relates primarily to an increase in receivables (\$0.361 million); an increase in cash at bank (\$2.088 million); and a reduction in investments (\$4.969 million).

Total liabilities

As Figure 1.4 shows, the Library's total liabilities increased by \$0.805 million from last financial year to \$17.608 million.

Figure 1.4 Total liabilities, 2010–11 and 2009–10



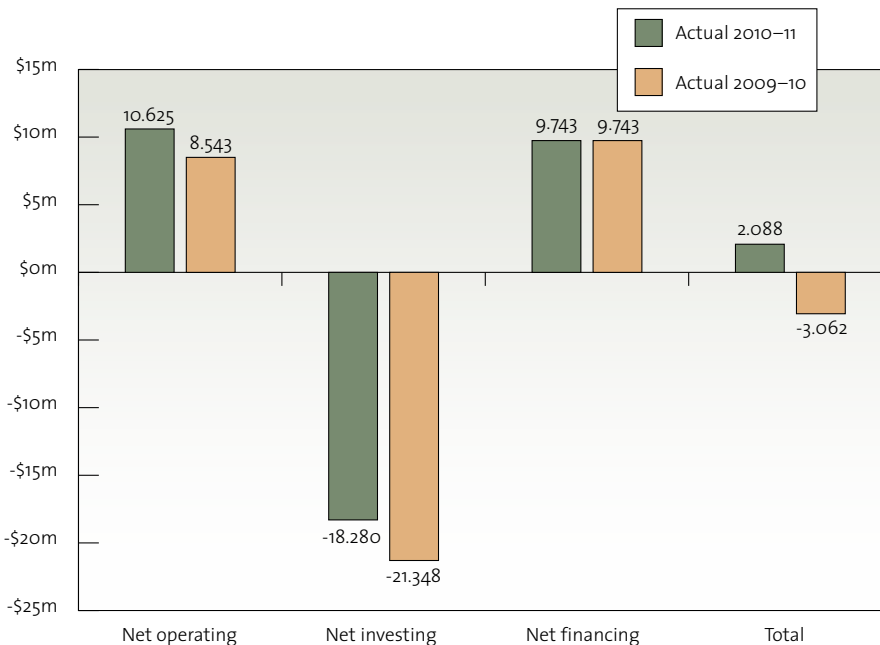
Note: A logarithmic scale is used.

The changes in liabilities relate to an increase in supplier payables (\$1.261 million) and reductions in grants payable (\$0.007 million); employee provisions (\$0.194 million); and other payables (\$0.255 million).

Cash flow

Overall, in 2010–11 there was an increase in the Library’s cash balance, which increased by \$2.088 million to \$6.224 million as at 30 June 2011. Figure 1.5 shows a comparison of cash flow items for 2010–11 and 2009–10.

Figure 1.5 Net cash flow, 2010–11 and 2009–10



The decrease (\$2.082 million) in net cash from operating activities reflects the comments previously made under ‘Income’ and ‘Expenses’. The decrease (\$3.068 million) in the net cash used by investing activities primarily reflects the net movement of funds from investments to cash at bank between financial years (\$8.585 million); an increase (\$6.122 million) in the investment in property, plant and equipment, and intangibles; and an increase (\$0.605 million) in proceeds from the sale of property and plant and equipment as a consequence of the sale of an apartment gifted to the Library. The increase in the investment in property, plant and equipment and intangibles is largely the result of increased building expenditure during 2010–11 as a result of the construction of the Treasures Gallery. There was no variance in net cash from financing activities between financial years, as the Library’s equity injection provided by government to fund collection acquisitions remained unchanged.



Pierre Redouté (1795–1840)

Acacia Armata

plate 55 in *Description des Plantes Rares Cultivées
à Malmaison et à Navarre* by Aimé Bonpland

Paris: De l'Impr. de P. Didot l'aîné, 1813

nl.aus-vn5013035-79x

New acquisition

ACACIA ARMATA.

lobis, dimidiato-oblongis, glabris, mucronulatis, margine altero rectiusculo, obtundato; stipulis spinoso-setaceis; capitulis globosis, solitariis.

novae Hollandiae.

Arboreum, de tres à quatre pieds de hauteur (1 mètre), dans le collet de sa racine, feuillu.

Feuilles alternes, droites, très-rapprochées les uns des autres, cylindriques, très-feuillues et parsemées de poils dans leur extrémité.

Stipules alternes, verticales, longues de six à huit lignes (1 centimètre), sessiles, mucronées, inégalement divisées par la nervure principale et disposées de manière à ce que l'un des bords regarde exactement le rameau principal, et l'autre, au contraire, regarde le rameau accessoire. Ce bord, qu'on peut considérer comme l'extérieur, est droit et plane; l'autre, au contraire, que j'appelle extérieur, est courbé et à peine ondulé dans son contour.

Les stipules ont deux petites épines, opposées, molles, très-faibles et ou-

2 CORPORATE OVERVIEW

ACACIA ARMATA.

Acacia foliis sessilibus, stipulis oblongis, glabris, succulentis, marginibus serratis, ramis flexuosis, corymbis axillaribus, capsulis globosis, subterris.

Habitat in terra Hollandia.

Porte arborescent, de trois à quatre pieds de hauteur (1 mètre), dressée dès le collet de sa racine, feuillée.

Rameaux alternés, droits, très-approchés les uns des autres, cylindriques, très-feuillés et parsemés de poils dans leur extrémité.

Feuilles alternes, verticales, longues de six à huit lignes (1 centimètre), sessiles, succroscées, irrégulièrement divisées par la nervure principale et disposées de manière à ce que l'un des bords regarde directement le rameau auquel elles sont attachées. Ce bord, qu'on doit considérer comme intérieur, est étroit et plan; l'autre, au contraire, qui s'appelle extérieur, est arrondi, plus grand et à peine ondulé dans son contour.

Stipules: deux petites épines, opposées, molles, très-faibles et avortées à la base de chaque feuille.

Fleurs: capitulés globuleux, situés dans les aisselles des feuilles, solitaires ou gemmes, pédoncules.

Pédoncules glabres, cylindriques, de la longueur des feuilles.

Fleurs d'un jaune clair, d'une odeur douce et agréable.

Calice: campanulé, blanchâtre, marqué à son limbe de cinq dents aiguës, droites et égales.

Corolette: cinq pétales lancéolés, de la longueur du calice, droits, de couleur blanchâtre.

Étamines: trois ou quatre de couleur jaune, plus longues que le corolle; anthers sphériques.

Pistil: ovaire petit; style nulatéral; stigmate en tête.



Pierre Redouté (1795–1840)

Acacia Armata

plate 55 in *Description des Plantes Rares Cultivées*

à Malmaison et à Navarre by Aimé Bonpland

Paris: De l'Impr. de P. Didot l'aîné, 1813

nla.aus-vn5013035-79x

New acquisition

ROLE

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

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

The Library is one of several agencies within the Prime Minister and Cabinet portfolio with responsibilities for collecting Australian cultural heritage materials and making them available to the Australian public. The Minister for the Arts, the Hon Simon Crean MP, has been the Minister with responsibility for the Library since 14 September 2010. The then Minister for Environment Protection, Heritage and the Arts, the Hon Peter Garrett AM, MP, was the Minister responsible from 1 July 2010 to 13 September 2010. The affairs of the Library are conducted by the National Library Council, with the Director-General as executive officer of Council.

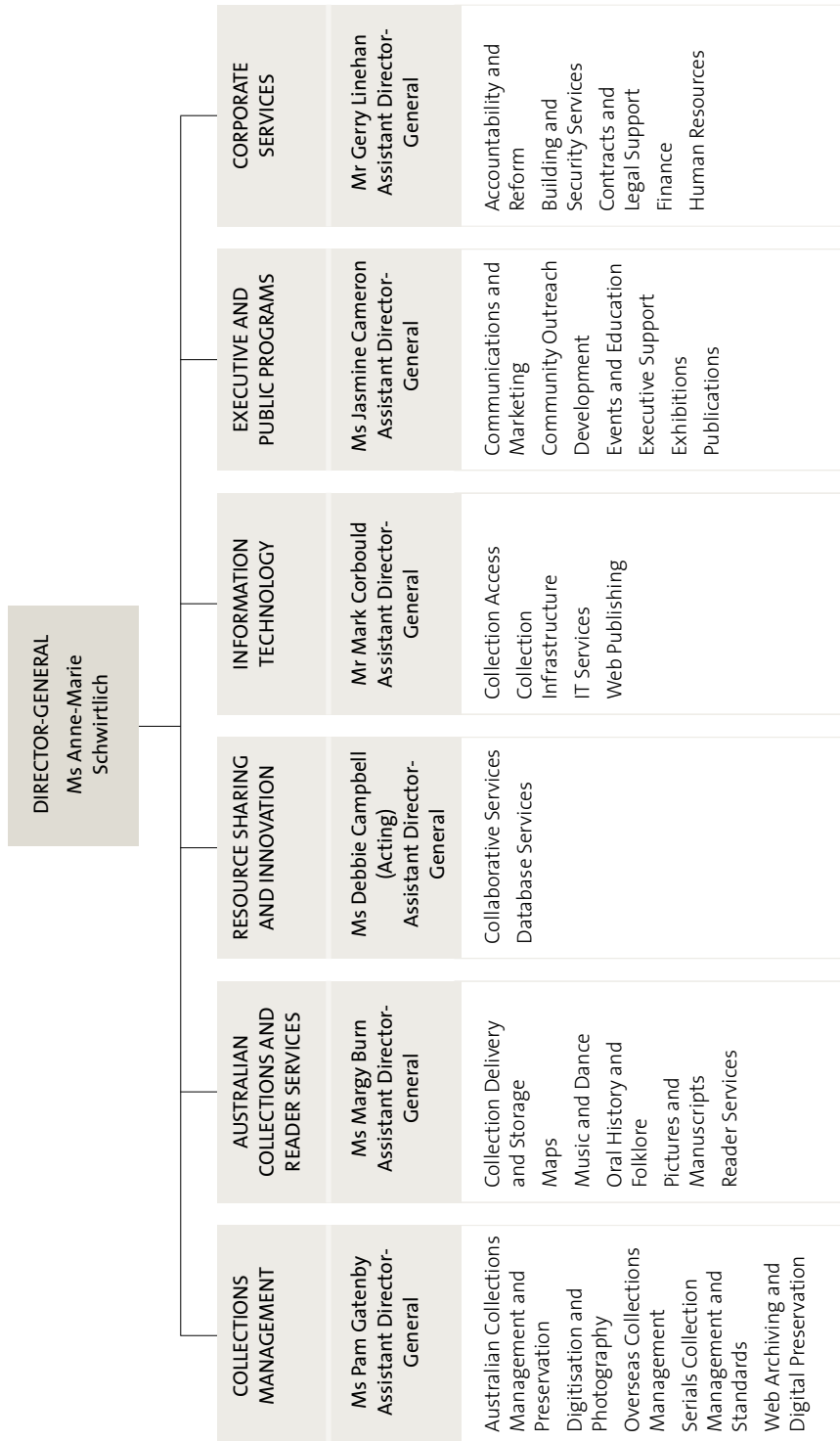
LEGISLATION

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

ORGANISATION

The Library's senior management structure comprises the Director-General and six Assistant Directors-General. Figure 2.1 describes the organisational structure and senior management structure at 30 June 2011.

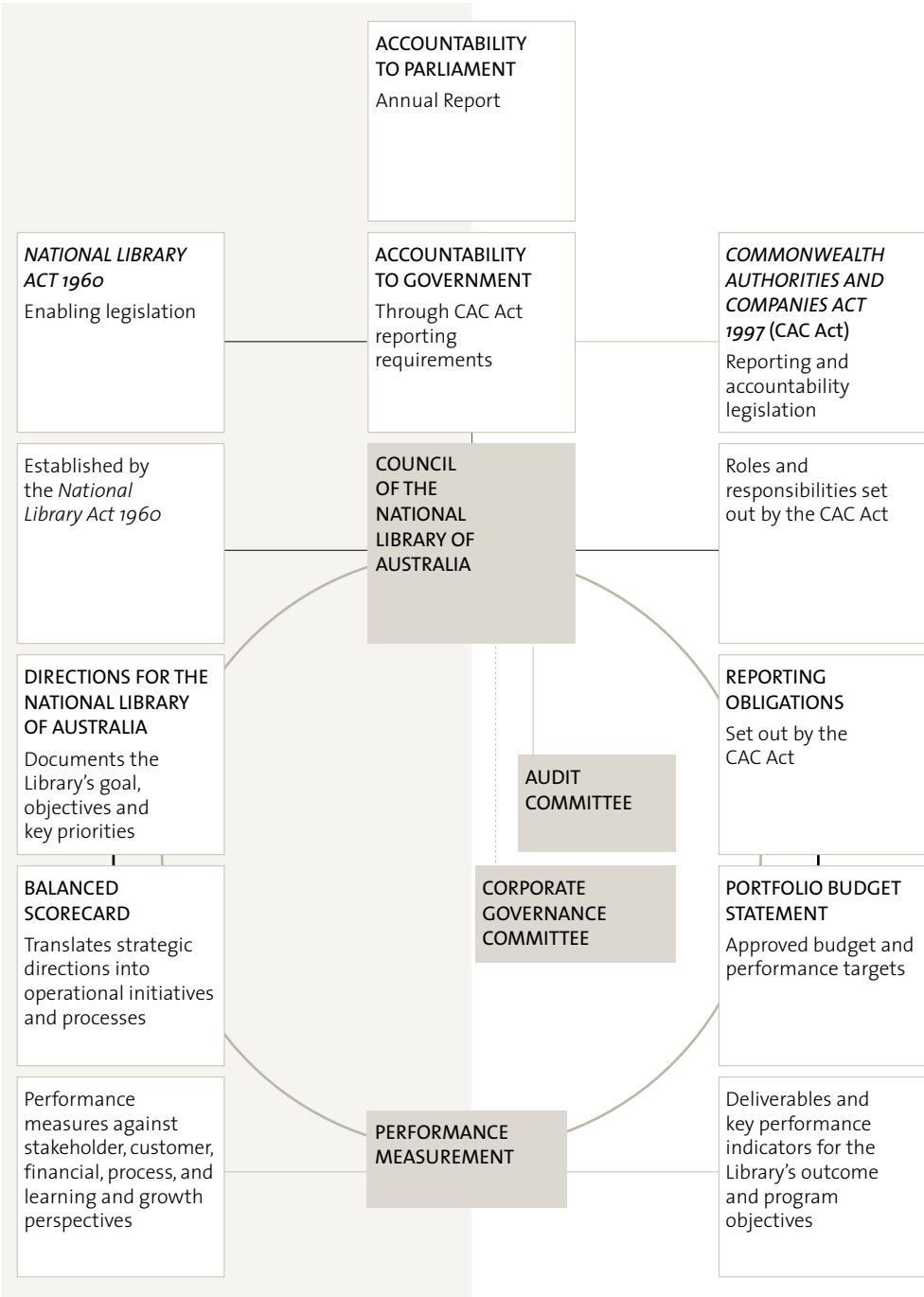
Figure 2.1 Organisational structure, 30 June 2011



CORPORATE GOVERNANCE

Figure 2.2 shows the key elements of the Library’s corporate governance structure.

Figure 2.2 Corporate governance structure, 2010–11



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 2011 there was one vacancy on the Council. Appendix A lists Council members and their attendance at Council meetings.

In addition to general administrative compliance and financial matters, the Council considered a range of specific issues in 2010–11, including:

- the Library's strategic directions for 2012–14
- budget trend analysis information 2004–11
- new acquisitions
- the Digital Library Infrastructure Replacement project
- collection storage management
- the Strategic Workforce Plan
- collaboration in collection digitisation
- the impact of exchange rates on overseas collecting
- the publishing program
- building works and maintenance plans
- extension of legal deposit provisions.

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

Audit Committee

The role of the Audit Committee is to:

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

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

In 2010–11, the Audit Committee considered a range of matters, including:

- financial statements for 2009–10
- Library investments
- Library trust-account disbursements
- internal assessment of Audit Committee performance
- internal audit schedule
- Audit Committee annual report for 2009–10
- Australian National Audit Office financial statement audit strategy
- compliance report

- internal audit plan
- internal audits of: *Libraries Australia* administration; facilities management; sales and promotion and bookshop annual stocktake; collection cataloguing and the Integrated Library Management System; information technology governance and strategic planning; payroll and leave processing; and management and compliance in relation to energy, water and waste
- reports on legal services, compliance, fraud management, risk management and business continuity, contract management and training.

Corporate Governance Committee

The role of the Corporate Governance Committee is to:

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

The Committee is comprised 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. Appendix A lists the Corporate Governance Committee members. The Committee met in February 2011 to consider remuneration arrangements for the Director-General.

Corporate Management Group

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

A number of cross-organisational committees advise the Corporate Management Group in key areas such as workforce planning, asset management, building works, public programs, 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 the 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. All scorecard achievements, initiatives and targets are reviewed regularly as part of the strategic management planning and monitoring processes.

Risk Management Framework

The Library's Risk Management Framework continues to provide effective tools for the identification, evaluation and response to risks that may 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 strategies are managed through 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.

Risk management within the Library is overseen by the Library's Emergency Planning Committee—chaired by the Assistant Director-General, Corporate Services and including executive staff representing all business areas—which provides a clear control structure to identify, monitor, respond to and mitigate risks that may impact on the Library.

PUBLIC ACCOUNTABILITY

External and internal audit

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

Australian National Audit Office reports

Australian National Audit Office reports containing Auditor-General recommendations that were implemented by the Library during 2010–11 were:

- Management of Recruitment in the Australian Public Service (2007–08, No. 31)
- Green Office Procurement and Sustainable Office Management (2008–09, No. 25)
- Security Awareness and Training (2009–10, No. 25)
- Fraud Control in Australian Government Agencies (2009–10, No. 42)
- Direct Source Procurement (2010–11, No. 11)
- Capitalisation of Software (2010–11, No. 14).

Internal audit reports

The Audit Committee considered a number of internal audit reports which are listed on page 23.

Parliamentary committees and government inquiries

The Library made a submission to the Book Industry Strategy Group which was established by the Minister for Innovation, Industry, Science and Research, Senator the Hon Kim Carr.

The Library made a submission to the Inquiry into the Role and Potential Benefits of the National Broadband Network conducted by the House of Representatives Standing Committee on Infrastructure and Communications.

The Library made a submission to the Office of the Australian Information Commissioner on the Draft Principles on Open Public Sector Information.

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 that the Finance Minister is satisfied the Minister for the Arts has consulted the Library on the application of the policy. No General Policy Orders applying to the Library were made in 2010–11. The Library did receive, however, a Charter of Operations from the Minister and has responded with a statement of how it will fulfil the Charter. General policies of government that apply to the Library under Section 28 of the *Commonwealth Authorities and Companies Act 1997* are the Foreign Exchange Risk Management Policy, Australian Government Cost Recovery Guidelines and National Code of Practice for the Construction Industry.

Legal action

Action remained outstanding on a claim that was lodged in the ACT Supreme Court in 2003 on behalf of Wagdy Hanna and Associates Pty Ltd, which is seeking damages for an alleged disclosure of information in respect of a 1996 tender process for one of the Library's offsite storage facilities. The court proceedings were held in December 2008, with Justice Refshauge reserving his decision. The Library is awaiting the judgement.

Ombudsman

One issue relating to the Library's handling of a complaint concerning an alleged virus in a reading room computer was referred to the Commonwealth Ombudsman by a member of the public for investigation. Having examined the complaint and the Library's handling of the matter, the Ombudsman's office decided that no further investigation of the case was warranted.

Freedom of information

The Library received and is processing one access request under the *Freedom of Information Act 1982* (FOI Act). The Library's freedom of information statement is at Appendix D.

Indemnities and insurance premiums

Directors and officers of the Library are indemnified under Comcover insurance coverage. 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.

The Library's insurance premium received an 8.2 per cent discount as a result of its performance as measured by Comcover's Risk Management Benchmarking Survey. Under the terms of the insurance schedule of cover, the Library may not disclose its insurance premium price.

No insurance claims were made during the reporting year.

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

Social justice and equity

The Library serves a culturally and socially diverse community and aims to make its collections accessible to all. The Library's collections include material in over 300 languages. Its programs and services are developed with an emphasis on public accessibility and adhere to the principles outlined in the government's Charter of Public Service in a Culturally Diverse Community. The Library is conscientiously implementing the charter, and seeks to provide all Australians with the opportunity to access documentary resources of national significance. In particular, during 2010–11 the Library:

- hosted visits from Indigenous groups, including Barkindji Elders and representatives from the Burrup Archives and Collections group, to view collection materials relating to their people and regions
- provided an introductory program to facilitate visits by members of community and educational groups for whom English is a second language and provided 9 tours to 138 people from culturally and linguistically diverse backgrounds

- supported community-based projects, including National Reconciliation Week, the Indigenous Literacy Project, Children's Book Week, Books Alive and Libraries and Information Week
- supported the development of youth and special needs arts activities through the Library's events and education programs, including collaborating with Canberra Youth Theatre Company and Liz Lea Dance
- made available online 190 interviews that were recorded for the *Bringing Them Home* oral history project
- hosted a tour for individuals from organisations that represent Forgotten Australians and Former Child Migrants as part of events that were held to mark the anniversary of the national Apology
- adopted the free National Relay Service which enables deaf and hearing- and speech-impaired people to contact the Library
- built a new assistive technology room where clients can use upgraded screen-reading software at adjustable-height desks
- continued an ongoing customer service training program for front-line staff, including mental health awareness
- initiated a collecting project on contemporary Indigenous dance to document the people and organisations involved in the evolution of this art form.

Service Charter

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

During 2010–11, the Service Charter standards were met as follows:

- 98.3 per cent of general reference inquiries were answered within standards (target: 90 per cent)
- 90.75 per cent of collection items were delivered within standards and timeframes (target: 90 per cent)
- the Library's website was available 24 hours a day for 99.86 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, 480 formal compliments and 107 formal complaints were received from users (see Tables 2.1 and 2.2).

Table 2.1 Compliments received, 2010–11

Subject	Number	Nature
Information and online services to individuals	432	<ul style="list-style-type: none"> • quality, professionalism, responsiveness and dedication of staff • quality and speed of response to inquiries and delivery of collection material • quality of reproduction services • quality of the website
Public programs activities	45	<ul style="list-style-type: none"> • quality of tours and support provided for educational visits • quality of events programs • quality of publications
Facilities and support	3	<ul style="list-style-type: none"> • quality of food services • quality of security staff
Total	480	

In addition, this year there have been several hundred informal compliments received from users of the Library's *Trove*, *Australian Newspapers*, and *The Australian Women's Weekly* digitisation services, as well as from participants in conferences, forums and tours organised by the Library and contributors to events and publications.

Table 2.2 Complaints received, 2010–11

Subject	Number	Nature
The collection	16	<ul style="list-style-type: none"> • availability of perceived inappropriate material • cataloguing information provided for some collection material • collecting decisions relating to donation offers • collecting of digital format material • online access to some collection material
Information and online services to individuals	50	<ul style="list-style-type: none"> • access to e-resource material • access to research resources • browser set up, security and virus concerns • delays, misunderstandings and perceived lack of assistance relating to requesting/receiving and discharging material • reader registration processing • reproduction and interlibrary lending fees • restricted access to the collection • users engaged in noisy behaviour • website redesign • wireless connectivity problems and slow response times
Public programs activities	5	<ul style="list-style-type: none"> • customer service issue • quality of an event
Facilities and support	36	<ul style="list-style-type: none"> • bag restrictions in reading rooms • building works, noise and related issues, including reduced access to some collection material • car parking availability • food services • handling of some security incidents • maintenance undertaken in some public areas • relocation of facilities • space availability in the reading room during busy periods
Total	107	

The Library provided explanations and/or apologies in response to all complaints, and undertook remedial action to address them as appropriate. Complaints relating to car parking were referred to the National Capital Authority as the responsible body.

During the year the Library also responded to multiple complaints from a few patrons expressing dissatisfaction with access to a range of Library services and facilities and concerns relating to browser security.

Consultancy services

The Library entered into 36 new consultancy contracts during 2010–11, at a total actual expenditure of \$601,656 (inclusive of GST). Major new consultancies involved design work for the Main Reading Room upgrade; a range of legal services; and the commencement of an internal audit services contract. Appendix F lists those consultancies with an individual value of \$10,000 or more. In addition, nine ongoing consultancy contracts were active during the same period, involving total actual expenditure of \$496,251.

Advertising and market research

Advertising and market research in excess of \$11,000 for non-recruitment and non-tender services amounted to \$56,940 (inclusive of GST) contracted to Adcorp Australia Ltd for newspaper advertising promoting the Library.

CORPORATE MANAGEMENT

Corporate management can be broadly defined as covering people and asset management. Activities within these areas continued to provide staff with suitable skills, tools and an environment in which to operate at the highest levels within a building that is required to meet access and storage demands associated with a dynamic national collection. Along with these functions, the Library played a part in corporate management across other collecting and portfolio agencies through its participation in the Corporate Management Forum and shared procurement activities.

People management

Since bringing the Aurion Human Resource Management Information System in house last year, the Library has improved service delivery to staff and management of pay- and leave-related administration, including enhanced reporting to internal and external stakeholders.

Workforce planning

The Workforce Planning Committee meets quarterly to review and monitor policy and initiatives. The Council considers the annual report on workforce planning.

A Strategic Workforce Plan is developed every three years with the current plan in operation since 2009 and scheduled to conclude at the end of 2011. A range of actions and workforce planning initiatives is included in the plan, which is overseen by the Workforce Planning Committee. The Strategic Workforce Plan was augmented in 2010 to include an Information Communications and Technology sub-plan.

Under the Strategic Workforce Plan, a key focus of the past year has been the development of standard selection criteria, embedding the new e-recruitment system and related processes and the development and implementation of an employment brand for the Library.

Library staff participated in the annual Australian Public Service Commission State of the Service Employee Survey. Overall the results reflect a very positive work environment, with

most employee engagement indicators exceeding the Australian Public Service (APS)–wide benchmark. These results are monitored by the Workforce Planning Committee to inform decision-making.

Staff engagement

The Library’s Consultative Committee continued operations within the context of the Library’s Enterprise Agreement (EA) and provided an open forum for discussion. Staff and their representatives were invited to review a number of personnel-related policies and procedures that required modernising. Other major issues considered by the committee included energy management, disability services, the implications of savings and efficiency measures and parking arrangements in the Parliamentary Zone.

The Library commenced negotiations on a new EA in accordance with the government’s Enterprise Bargaining Framework.

Remuneration (including non-salary benefits)

The Council, in accordance with the government’s regime for Principal Executive Officers, determines the Director-General’s remuneration. At 30 June 2011, terms and conditions of employment, such as non-salary benefits including access to motor vehicles and mobile phones for Senior Executive Service (SES) staff, continued under common law contract.

At 30 June 2011, 40 non-SES staff had enhanced benefits through salary supplementation.

Table 2.3 below shows the salary ranges for classification below SES level and the number of employees at each level.

Table 2.3 Salary ranges below SES level and number of employees, 30 June 2011

Classification	Salary range (\$)	Number of employees
EL 2	107,663–131,842	27
EL 1	87,384–110,021	72
APS 6	69,473–91,281	76
APS 5	61,225–65,500	71
APS 4	55,264–59,642	80
APS 3/Graduate	50,292–54,315	75
APS 2	43,398–49,237	52
APS 1	37,979–41,976	1

As in previous years, all ongoing and longer-term non-ongoing staff participated in the Library’s Performance Management Framework with progression through the pay points subject to achieving a satisfactory performance rating.

Fraud risk assessment and fraud control

The Library is required to review and update its Fraud Risk Assessment and Fraud Control Plan every two years. The last review was undertaken in 2009–10. Under the Library’s Fraud Management Policy, all staff must be aware of their responsibilities in relation to fraud against the Commonwealth. Fraud awareness training is mandatory for all staff and, during 2010–11, a series of training sessions was made available to new staff and to staff who had not attended such training in the past four years.

Fraud prevention, detection, investigation, reporting and data collection procedures are in place which, with the Fraud Risk Assessment and Fraud Control Plan, meet the Library's specific needs and comply with Commonwealth Fraud Control Guidelines. The Australian National Audit Office's *Better Practice Guide: Fraud Control in Australian Government Entities*, is currently being reviewed to identify possible improvements to fraud control processes within the Library.

Ethical standards

The Library promotes and endorses ethical behaviour by all its employees by informing staff of their responsibilities and reinforcing compliance with the APS Values and Code of Conduct through:

- references in the Enterprise Agreement
- the mandatory completion of an online induction program that includes an APS Values and Code of Conduct module by all new employees
- regular review and feedback under the Library's Performance Management Framework
- mandatory participation in fraud and ethics awareness training
- participation in, and promotion of, the Australian Public Service Commission's Ethics Advisory Service
- supporting policy and procedures such as the Fraud Awareness Policy
- clearly identified channels and support networks for employees to raise matters of concern.

Disability strategy

The Library is committed to the principles of the National Disability Strategy and continues to focus on improving access for people with disabilities to programs, services and facilities.

To integrate disability access issues into existing strategic and business planning processes the Library has substantially revised its Disability Action Plan and turned it into a Disability Framework. The key elements of the framework include: providing access to information and services; access to employment; purchasing accessible services; recognising people with disabilities as consumers of services; and consulting with people with disabilities about their needs. These elements provide the platform for further developments in reader and visitor services, collections management, and building and security services.

Workplace diversity

At 30 June 2011, 71 per cent of staff were female and 24 per cent identified as being from a culturally and linguistically diverse background. In 2010 the Library revised its Mature Age Staff Strategy. The Library participates in Indigenous employment programs that are offered by the Australian Public Service Commission.

Occupational Health and Safety

The Library undertook a comprehensive review of all Occupational Health and Safety (OHS) policies and engaged the National Safety Council of Australia to conduct a review of its OHS management to ensure legislative compliance.

The Library participated in Comcare’s National Campaign on Health and Safety Management Arrangements (HSMAs). Comcare advised that the Library’s HSMAs are compliant with the *Occupational Health and Safety Act 1991* and concluded that the Library demonstrated a commitment to consultation of HSMAs, and that adequate processes were in place to review and vary agreements and resolve OHS disputes.

The Library reviewed identified OHS risks and, in consultation with employees, undertook risk assessments of high-risk tasks or high-frequency incidents to ensure that appropriate control measures are in place.

Scheduled biannual hazard assessments were conducted of all work locations. iPads were made available to Health and Safety Representatives to record hazards in the online system. This arrangement provided an efficient and effective workflow to identify hazards against the Balanced Scorecard.

The Library installed two defibrillators and provided targeted training in their use. The opportunity of an in-house influenza vaccination was taken up by 158 employees.

Training courses that were offered to staff this year included training in dangerous goods and hazardous substances, disability confidence and peer support, and managers’ and employers’ OHS responsibilities. Ongoing training included mental health first aid, building resilience and conflict resolution.

The Library continued to offer employees and their families confidential counselling and provided presentations to staff on issues, including coping with workplace change, retirement, managing conflict and goal setting.

Health promotions briefings were provided on issues such as depression, bipolar disorder, wellbeing and resilience, arthritis and osteoporosis and men’s health.

Occupational health and safety statistics

Table 2.4 Reporting requirements under the *Occupational Health and Safety Act 1991*

Section 68 occurrences	Notification and reporting of accidents and dangerous occurrences	There were five notifications
Section 45 directions	Power to direct that workplace, etc. not 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 were no investigations
Section 46 notices	Power to issue prohibition notices	No notices were issued
Section 47 notices	Power to issue improvement notices	No notices were issued

Data as at 30 June 2011.

There were no injuries or illness during 2010–11 that resulted in a claim for workers’ compensation. This continues the decreasing premium trend that was evident during the 2009–10 financial year and is reflected in the declining premium rates as set out in Table 2.5.

Table 2.5 Premiums for injuries suffered, 2008–09 to 2011–12 (as a percentage of wages and salaries)

Premium rates	2008–09	2009–10	2010–11	2011–12
Latest premium rates for the Library	1.03%	1.12%	0.71%	0.59%
Premium rates for all agencies combined (for comparison)	1.36%	1.25%	1.20%	1.41%
Library premium rate as a percentage of all agencies	75.74%	89.60%	59.17%	41.84%

Asset management

Collection asset

The collection is the Library's major asset, on which many of its services are based. The total value of the collection is \$1.435 billion.

Plant and equipment

The Asset Management Committee oversees the Library's strategic asset management plan and coordinates operational asset-acquisition programs. 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 working life. Major asset acquisitions in 2010–11 included the purchase of information technology network infrastructure and desktop equipment, shelving and equipment, as well as furniture for the new Treasures Gallery.

The total value of the plant and equipment at 30 June 2011 was \$12.937 million.

Land and buildings

The Library's land and buildings are valued at \$194.511 million and encompass the main building in the Parliamentary Zone and the repository at Hume. These assets are managed by the Library's building management staff in accordance with priorities set by the Building Works Coordination Committee. The Committee utilises a 15-year Strategic Management Plan to set directions for building works, including a supporting maintenance program and five-year capital works program, which are reviewed annually by the Council.

A Strategic Building Master Plan ensures that building works are consistent with the long-term strategic direction of the Library and underpins Library facility planning and outlines estimated costs.

In 2010–11, a number of major capital works projects were managed by Library staff:

- Construction of the Treasures Gallery and Exhibition Gallery, and the refurbishment of the Main Reading Room was completed in June 2011.
- The Fire and Mechanical Services upgrade project, which commenced in late 2009, has continued, with completion anticipated by mid-2012. The works are being conducted in response to a fire services report and include the sealing of penetrations throughout the building, surveying of the fire mains to upgrade fire hydrants and hose reels, ensuring pressurisation to fire stairs and floor corridors, and upgrading of emergency lighting and exit signage.
- Documentation and scheduling for a complete mechanical refurbishment of all five passenger lifts were completed. The lifts are over 40-years old and require modernisation to ensure continued reliability. They will be refurbished progressively over a period through to March 2012.

A number of other capital works projects were completed, including: an upgrade to components of the Security Access Control system; additional digital surveillance cameras were installed to improve security control; the storage capacity of a Manuscripts stack was substantially increased by the installation of compactus shelving in line with the Strategic Building Master Plan; and the Oral History work area was remodelled in order to remove a wet area from the collection storage area, thereby minimising risk to the collection, in accordance with the Strategic Building Master Plan.

Heritage management strategy

The Library considers heritage issues in accordance with the endorsed Heritage Management Strategy. This includes undertaking consultation with recognised heritage specialists prior to any building works in heritage-sensitive areas.

A Conservation Management Plan was prepared in compliance with the *Environment Protection and Biodiversity Conservation Act 1999*, which provides the framework for the conservation and management of the Library building in recognition of its heritage values. The plan outlines the history of the Library and the construction of its building, describes elements that have heritage significance, and assesses that significance using the Commonwealth Heritage List criteria.

The policy for the management and preservation of the Library's historical furniture was updated during 2010–11.

Security and business continuity

The Library's Emergency Planning Committee oversees all aspects of protective security and business continuity planning. It comprises senior staff with responsibility for corporate communications, security of staff, the collections, the building and other assets.

In 2010–11 the Library continued to focus on policy and practice in ensuring a safe, secure and accessible collection. The Library utilised external service providers to train staff and managers in current risk-management techniques.

Energy consumption and environmental management

The Library is committed to fulfilling its role in enhancing, protecting and sustaining Australia's natural environment and resources. In 2010–11 the Library appointed a full-time Sustainability Project Manager to oversee and coordinate all of the Library's activities in this area. During the financial year, the Library developed a comprehensive Environmental Management System (EMS), consistent with its obligations as a Commonwealth agency and more generally in compliance with Australian and international standards.

These strategies will ensure that the Library's EMS is consistent with the requirements of ISO 14001:2004 and is being effectively utilised by, and communicated to, staff and other stakeholders. The Library's environmental policy and EMS were formally endorsed by the Corporate Management Group in May 2011.

To date, the Library has reviewed the existing annual program of environmental management initiatives to enhance the Environmental Management Plan. Objectives and targets have been set for the Library's environmental performance and include a detailed Environmental Action Plan (EAP) for implementation. The EAP will also be integrated within the Library's broader business strategies.

Other specific initiatives designed to improve environmental performance and the sustainability of the Library's operations during the financial year have included:

- plant and equipment upgrades designed to optimise energy efficiency
- a detailed environmental assessment and energy audit of the Library building to identify opportunities to improve energy efficiency
- development of a project plan to expand the existing recycling program and investigate new opportunities to reduce, reuse and recycle.

Purchasing

The Library continued to focus on cost-effective contract management and procurement practices that are consistent with the *Commonwealth Procurement Guidelines* and supplemented by the Library's own guidelines. The Library's procurement- and contract-related model templates were reviewed to ensure that they continue to meet government good practice, are simple and straightforward to use, and reflect terminology and conventions applicable to the commercial environment. The revised templates provide new optional clauses to allow multi-agency access to the Library's major procurement processes.

The Library undertook a number of large procurements during the year, including the Treasures and Exhibition Galleries and Main Reading Room Entry Head Contract and a complete refresh of personal computers and telecommunication facilities. The Library did not let any contracts of \$100,000 or more that did not provide for the Auditor-General to have access to the contractor's premises.

For a number of years the Library has participated in shared procurement arrangements. This method was formalised and the process escalated in November 2010 when the Library's Corporate Management Group endorsed a recommendation that, in considering all purchases with a potential value over \$100,000, the government's AusTender website should be consulted so as to take advantage of multi-agency access to purchasing/contract arrangements. This not only allowed the Library to achieve economies of scale but also, as a consequence of reduced tender processes, efficiencies in workflow that enabled procurement staff to focus on the complex, high-risk and high-value procurement processes which are particular to the Library.

Of the Library's current major supplier expense lines, approximately 50 per cent make use of shared purchasing or contract arrangements. For example, the Library has undertaken whole-of-government coordinated procurement arrangements for the purchase of personal computers; hardware maintenance; advertising services; travel management; and telecommunications services. The Library has also participated in cooperative procurement arrangements for furniture (portfolio department); freight and postage (Centrelink); power and lighting (Department of Defence); gas (National Portrait Gallery); construction/engineering/quantity surveyor/environmental management/architecture services (Department of Health and Ageing); legal services (Department of Sustainability, Environment, Water, Population and Communities); reproduction services (Centrelink); and office requisites (Department of Sustainability, Environment, Water, Population and Communities).

Project management methodology

Use of the Library's project management methodology continues to be widely encouraged and supported across all divisions. There are a number of large projects currently underway, including construction of the Treasures Gallery and critical IT projects, and the methodology is used to assist with the ongoing planning, monitoring and implementation of these projects.

Grants

In 2010–11 the Library operated 10 grant programs:

Community Heritage Grants. The Library awarded 70 grants of up to \$15,000 each to assist community organisations preserve and manage nationally significant cultural heritage collections. Financial support and assistance for this grants program were received from the Department of the Prime Minister and Cabinet Office for 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 2011 fellowship was awarded to Jennifer Lloyd from Collection Preservation.

Harold White Fellowships. Awarded to established scholars and writers, the Library funded three fellowships—to Dr Beatrice Bijon, Professor Stephanie Lawson and Professor Alistair Thomson—to spend between three and six months at the Library researching collection material in their areas of expertise. Honorary Harold White Fellowships were awarded to Mr Richard White and Dr Martyn Jolly.

Japan Fellowships. Fellowships of three to six months are funded from the Harold S. Williams Trust. One fellowship was awarded to Ms Amy Newland to study the Japanese woodblock artist Toyohara Kunichika.

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 Mr Russell Keltly, Ms Stephanie Coates, Ms Lesley Crowe-Delaney and Dr Kay-Wah Chan.

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 2011 Kenneth Binns Travelling Fellowship was awarded to Russell Latham from Web Archiving.

Minerals Council of Australia Fellowship. Funded by the Council, this Fellowship supports research using the Library's collections on the historic roles of the minerals industry in Australian society. The inaugural fellowship was awarded to Dr Amrita Malhi.

National Library of Australia National Folk Festival Fellowship. With assistance from the National Folk Festival, the Library funded a four-week residency by Dr Toby Martin to research original source materials and prepare a festival performance.

Norman McCann Summer Scholarships. Funded by Mrs Pat McCann, the Library awarded three scholarships of six weeks to young Australians Ms Claire Fenby, Ms Sarah John and Ms Louise Mayhew to undertake research on topics in Australian history or literature.

Seymour Summer Scholarship. Funded by Dr John and Mrs Heather Seymour, this scholarship of six weeks to support research, preferably in biography, was awarded to Mr Andrew Junor.

Cooperation on corporate management issues within the Prime Minister and Cabinet portfolio

The Corporate Management Forum consists of senior executives with corporate management responsibilities from 13 agencies within the Prime Minister and Cabinet portfolio and two other agencies. The forum considers issues in the areas of human resource management, financial management, procurement, information technology and facilities management with a view to achieving economies of scale, sharing experience and encouraging best practice.

The forum met four times during the year. Among matters it considered were capital planning and funding, conservation and preservation policies, collections storage, risk management, enterprise agreement making, staff training, business continuity and disaster recovery and shared services.

INFORMATION TECHNOLOGY

Information technology (IT) is used by the Library to facilitate and support the development of new online services, and to ensure that these services are cost-effective, reliable and responsive. A focus of recent years has been to develop software to support collections that are held in Australian libraries and other collecting institutions. The Library has also developed software to build its digital collections. The Library uses IT to support its website and other web publishing activities. The required IT and communications infrastructure is provided in house.

Innovation

In 2010–11 the Library completed the initial development stages of the major discovery and access service, *Trove*. The number of items that can be discovered using *Trove* more than doubled, to some 240 million items. The role of *Trove* as a single cost-effective platform for discovery services was validated with the successful incorporation of the *Australian Newspapers* and *Australian Research Online* services into *Trove* and the subsequent decommissioning of their separate service infrastructures.

The Library also undertook a range of IT development activities that were aimed at improving services and operations, including an initiative to support the Library's development programs through the ability to recognise external sponsorship and support for digitisation in the Library's online delivery services.

Social networking and mobile computing were areas of active innovation within the Library during 2010–11. Activities included:

- participation in Libraryhack 2011, a mashup and apps competition using data from Australian and New Zealand libraries. Library collection material and descriptions were contributed through the Australian Government's open data repository, data.gov.au
- development of a mobile catalogue iPhone app for release in July 2011
- development of two rich media e-books that are based on Library collections and are suitable for mobile devices
- provision of a mobile-enabled version of the Library's website for use on smartphones
- increased use of social networking to engage with the wider community, including the @TroveAustralia Twitter feed and the Library's fringe publishing blog.

Infrastructure and services

In 2010–11, the Library’s digital collection increased in size by approximately 50 per cent and is now approaching 1.3 petabytes of storage (see Figure 2.3). The major contributor to storage growth was through the digitisation of Australian newspapers (see Figure 2.4). Australian newspapers (65 per cent) dominate the storage requirements, followed by archived web pages (17 per cent), then oral history recordings (7 per cent).

Figure 2.3 Growth in digital collection storage, January 2003–June 2011

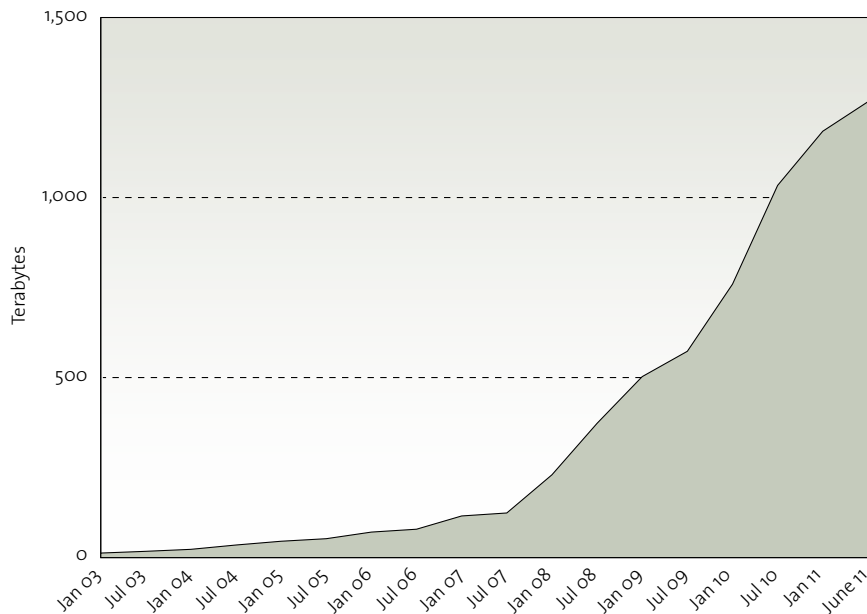
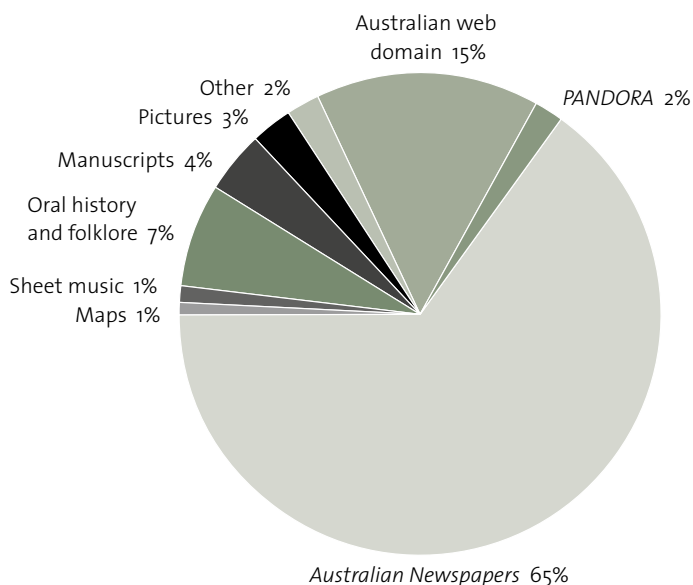
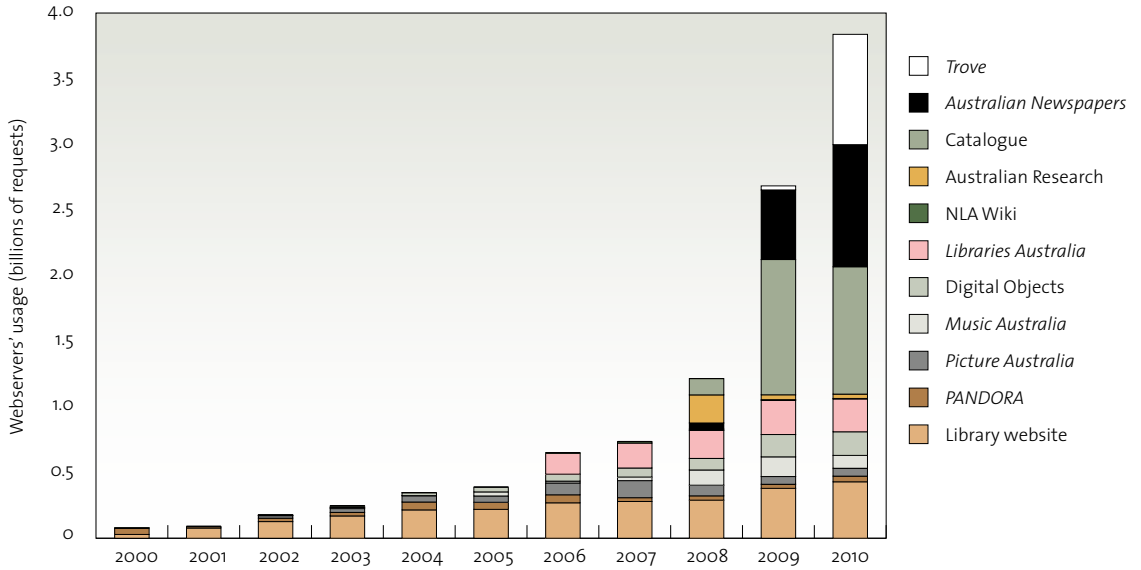


Figure 2.4 Digital collection storage by material, 30 June 2011



The Library also supports a substantial infrastructure to enable discovery of, and access to, its own and other collections. Figure 2.5 shows the growth in use of the Library's web-based services since 2000. The strong growth in activity in 2010–11 was driven primarily by access to *Trove* and *Australian Newspapers*.

Figure 2.5 Use of Library web services, 2000–10



During 2010–11, the Library implemented an open-source software content-management system for the main public website.

Reliable IT infrastructure underpins these storage and access services. The average availability during the year of nine key service areas is shown in Table 2.6. The target availability of 99.5 per cent was met for all services except *Trove*. *Trove* experienced a major outage following an unsuccessful migration of a database to a new file system. Following review of this incident, a number of procedural changes were implemented to reduce the likelihood of similar problems occurring in the future.

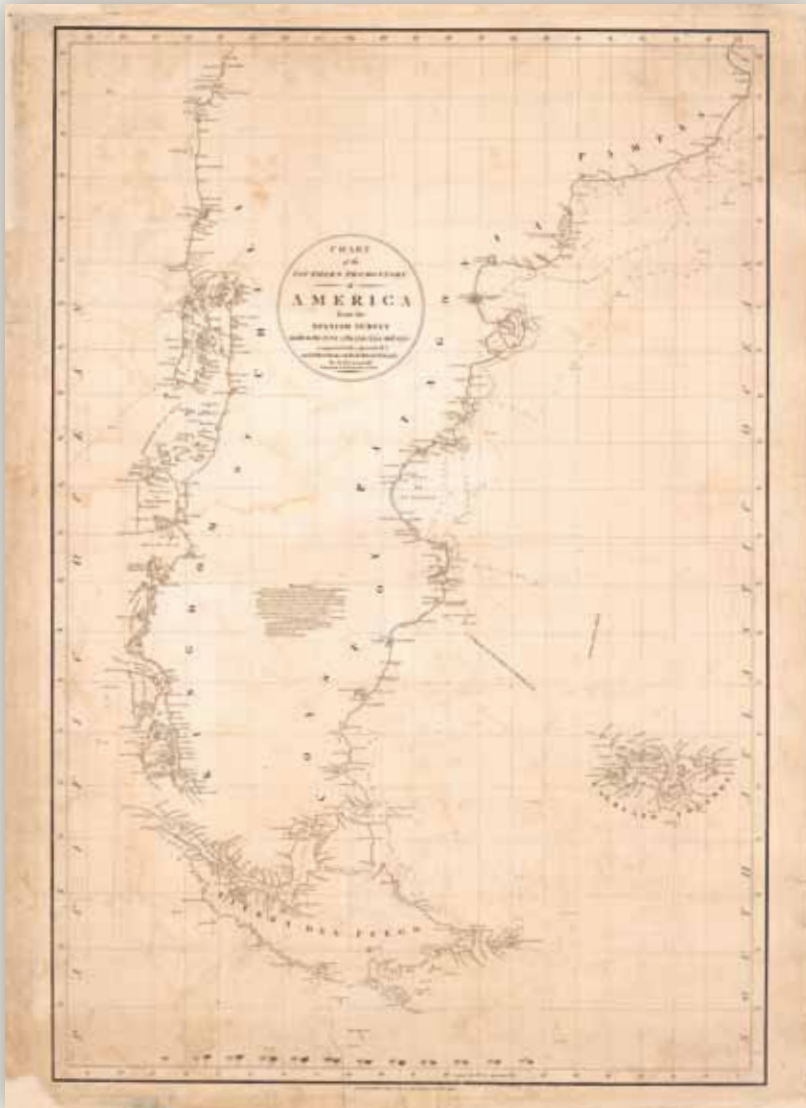
Table 2.6 Availability of nine key service areas, 2010–11

Service	Availability (%)
Local Area Network	99.9
File Services (Microsoft Windows Servers)	100.0
Email (Microsoft Exchange)	100.0
Website	99.9
Integrated Library Management System	99.6
<i>PANDORA: Australia's Web Archive</i>	99.9
Finance One	100.0
<i>Libraries Australia</i>	99.9
<i>Trove</i>	99.4


Under its asset management program, the Library continued to replace or upgrade IT infrastructure. Important developments in the reporting period included:

- commencement of preparatory work on replacement of ageing digital library systems
- provision of additional storage capacity to support digital collections, in particular, newspaper digitisation. In 2011, the Library's disk storage capacity grew to over 1 petabyte in size
- replacement of the Library's desktop PC fleet began and the standard operating environment upgrade to Windows 7. The rollout of Microsoft Office 2010 was deferred due to compatibility issues with some of the Library's corporate systems. Significant savings were achieved through the use of whole-of-government desktop purchasing arrangements
- completion of new single supplier arrangements for voice and data services, including the implementation of a VoIP phone system to replace the existing end of life PABX
- wireless access extended to a number of staff areas of the Library to support future staff use of mobile devices.

Activities undertaken to improve the energy efficiency of IT infrastructure included replacement of all desktop PCs with units that have better energy management capabilities and further server virtualisation to reduce data centre power consumption.



Aaron Arrowsmith (1750–1823)
**Chart of the Southern Promontory of America from the
Spanish Survey Made in the Years 1789, 1790, 1794 and 1795** 1802
printed map with hand-drawn annotations
by Louis de Freycinet; 91.0 x 61.0 cm
Maps Collection, nla.map-rm4473
New acquisition



A
CHART
of
WEST FALKLAND ISLAND,
from an Actual Survey
by LIEUT. THOMAS EDGAR of the *ROYAL NAVY*;
in the Years 1766 & 1767
London: Published by W. L. Aitken Smith
Sole Agents.
1795

3 REPORT OF OPERATIONS



Aaron Arrowsmith (1750–1823)
**A Chart of West Falkland Island from an Actual Survey by
Lieut. Thos. Edgar of the Royal Navy in the Years 1786 & 1787** 1797
printed map with hand-drawn annotations
by Louis de Freycinet; 60.2 x 74.0 cm
Maps Collection, nla.map-rm4472
New acquisition

Performance reporting in this chapter is based on the Library's outcome and program structure set out in the Portfolio Budget Statement 2010–11. 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 2010–11 the 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.

STRATEGY ONE

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, are 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 (RDA) standard in 2010–11.

The Library has been closely involved with the development of the RDA—the new international standard for bibliographic description of library materials. From 2007–09, a Library staff member chaired the international committee responsible for developing the standard. Implementation of the RDA by national libraries involved in development of the rules is likely to occur in 2013 pending the outcome of more consultation among the libraries. In preparation for this implementation, throughout the year the Library maintained a website to communicate developments to the Australian library community, developed training materials for use by training agents who will train Australian libraries in the use of the new rules, and assessed the changes to workflows and cataloguing practices that will be required by the new standard.

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.

PANDORA: Australia's Web Archive continues to grow with around 5,000 new web titles added each year. The sixth annual harvest of the free part of the Australian web domain was carried out, resulting in around 703 million web files (or 30 terabytes of data) being collected. The results of the annual harvests are not yet available to the public due to technical and copyright reasons. Under the whole-of-government agreement that was negotiated through the Australian Government Information Management Office (AGIMO), a separate harvest of the gov.au domain was conducted in conjunction with the 2010–11 annual harvest. This agreement, endorsed in May 2010, permits the Library to collect and provide public access to government web resources without having to seek the permission of creators or publishers.

The Library is facing a significant challenge in meeting its statutory obligation to collect, manage, preserve and provide access to library material in digital form because existing systems infrastructure is outdated and insufficient for the Library's needs. To address these

business needs over the next 10 years, a four-year software and hardware replacement project, called the Digital Library Infrastructure Replacement (DLIR) project, was established. To date, the project has undertaken a review of the Library's medium- to long-term digital library needs and the issues associated with the current infrastructure, undertaken a platform evaluation assessment of software that is used in the library domain, and developed a statement of requirements to redevelop the existing infrastructure with the intention of testing the market by releasing a Request for Proposal. In addition, significant progress was made throughout the year identifying and understanding our digital preservation requirements and documenting possible strategies, workflows and processes to allow the Library to fulfil its digital preservation obligations.

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

More progress was made in workflow improvements for selecting and acquiring original materials, notably through the implementation of a suite of software modules that are specifically designed for archival collection management. The integration of the two formerly separate branches of Pictures and Manuscripts will lead to further efficiencies, particularly for developing procedures for the management of large photographic archives. New procedures have been developed to allow the efficient acquisition of legacy folklore recordings made by pioneering collectors and the output of large-scale collaborative social history projects in Oral History.

Issues and developments

The Library continued to explore models for extending legal deposit arrangements to Australian non-print information including online, digital and microfilm publications. The lack of legislated arrangements for the Library to collect and ensure ongoing access to such materials is a major impediment to the Library in performing its statutory role in a digital environment. The Library reviewed a number of international and Australian state and territory models for legal deposit extension and discussed possible models and approaches with other stakeholders, including the National Film and Sound Archive, the Department of the Prime Minister and Cabinet Office for the Arts and the Library Council.

The Library conducted a review of its overseas collecting program, the aim of which was to assess options for providing access to overseas information in the face of rapidly changing digital publishing and distribution trends, including e-books and large-scale repositories of digitised books. The review analysed acquisition methods and patterns of use, and identified a number of issues and constraints in current collecting approaches. A key priority for the Library is to reduce the costs associated with its collecting program. The review resulted in a number of practical recommendations which will be progressively implemented in the new financial year.

In developing its collections of Australian publications, the Library monitors trends and developments in non-mainstream publishing and reflects these in the collections. Zines, which are non-commercial magazines generally published irregularly in limited numbers by individuals and which reflect alternative or unconventional views and subject matter, continued to be collected during the year as a record of Australian fringe publishing. The Library has set up a blog with the intention of using social networking to better interact with the fringe publishing community.

A policy on the Illumination of Collection Items on Display, which provides a framework of risk assessment and guidance when deciding whether and for how long an item should be displayed, was developed and made public through the Library’s website.

Important collection items that received preservation treatment during the year include works which will be displayed in the Treasures Gallery, such as Captain John Hunter’s sketchbook *Birds & Flowers of New South Wales Drawn on the Spot in 1788, ’89 & ’90*, a watercolour depicting bread fruit that is attributed to the colonial artist Sydney Parkinson, Patty Ffoulkes’ scrapbook from 1840–44 featuring six drawings of the Darling Downs by Thomas John Domville Taylor, the *Nuremberg Chronicle* published in 1493, and Albrecht Durer’s 1511 work *The Great Passion*. Another important preservation project that was completed during the year was the digitisation of the London Missionary Society collection of material on nineteenth-century China. Completion of this project ensures ongoing access to the fragile and deteriorating collection and its availability online has already attracted interest from scholars worldwide.

After international consultation, the Library chose to close down its *PADI (Preserving Access to Digital Information)* service during the year. The *PADI* website was established in 1998 and was internationally recognised as the comprehensive portal to information on managing digital collections. The decision to close the service was due to the need to upgrade the infrastructure supporting it and insufficient staff resources to meet the necessary growth in the service’s coverage.

Good progress was made on implementing the Library’s five-year Collection Storage Plan. Static shelving was replaced with motorised shelving units for the storage of archives and manuscripts, resulting in more efficient storage and creating space for future growth. Older units are being progressively upgraded and replaced throughout the building as part of life-cycle asset management. A major project has begun to transfer Australian retrospective print collections into separated monograph and journal sequences. More than 27 kilometres of material were separated and compacted by 30 June 2011 and this work resulted in significant storage and retrieval efficiencies.

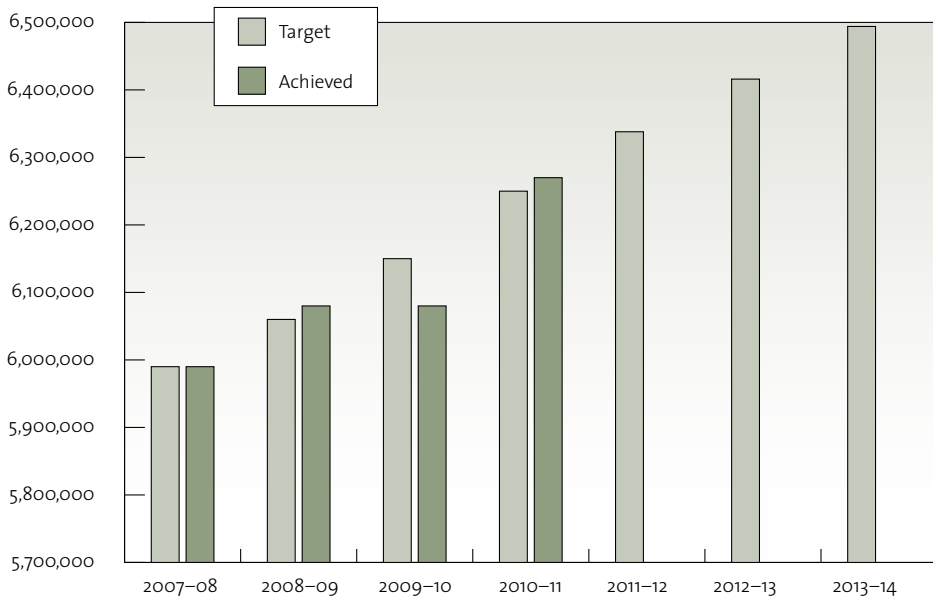
Performance

Table 3.1 shows deliverables and key performance indicators in relation to developing, storing and maintaining the national collection in 2010–11.

Table 3.1 Develop, store and maintain the national collection: Deliverables and key performance indicators, 2010–11

	Measure	Target	Achieved
Deliverables	Collection items stored and maintained [#]	6,258,000	6,268,852
	Items catalogued or indexed [#]	81,900	81,808
Key performance indicators	National collection—processing [%]	95.0%	91.3%
	National collection—storage [%]	95.0%	95.3%

Figure 3.1 Number of collection items stored and maintained



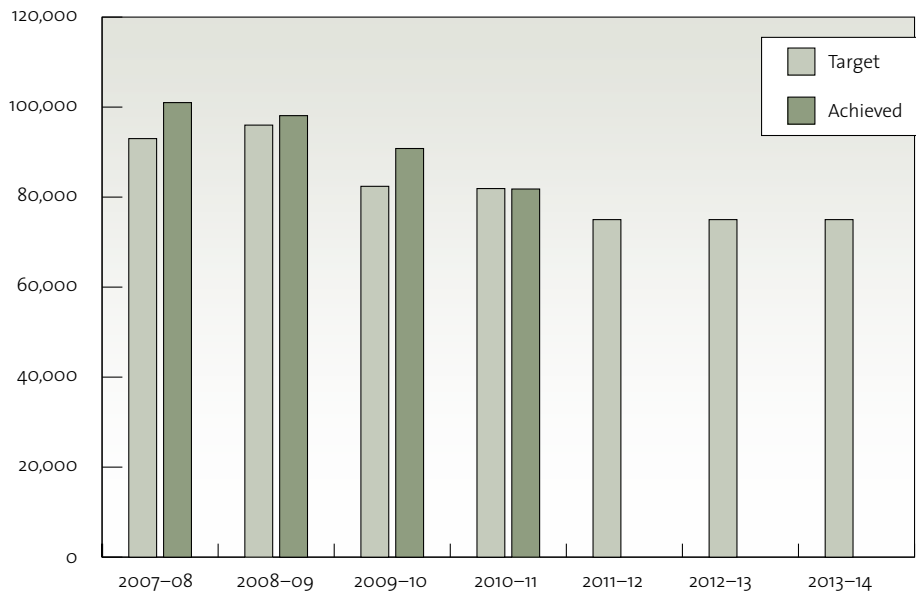
The 2010–11 target was met.

Table 3.2 National collection—storage [%]

Achieved			Achieved	Target	Target		
2007-08	2008-09	2009-10	2010-11		2011-12	2012-13	2013-14
96.0%	95.1%	95.8%	95.3%	95.0%	95.0%	95.0%	95.0%

The 2010–11 target was met.

Figure 3.2 Number of collection items catalogued or indexed



The target for the combined number of items catalogued or indexed was essentially met.

Table 3.3 National collection—processing [%]

Achieved			Achieved	Target	Target		
2007-08	2008-09	2009-10	2010-11		2011-12	2012-13	2013-14
95.0%	95.0%	84.0%	91.3%	95.0%	95.0%	95.0%	95.0%

This figure is a composite of serial check-in quality and timeliness, and cataloguing quality and timeliness. While the standards for collection processing remain below target, there has been a significant improvement against the previous year’s result. The serial check-in quality and timeliness standards were met throughout the year; however the cataloguing quality and timeliness standards remained below target at year end. Cataloguing quality improvements have been implemented and maintained.

STRATEGY TWO

Providing access to the National Library's collections

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

Major initiatives

Build a Treasures Gallery—a permanent space in which to display iconic, rare and interesting items from our collections. A new general Exhibition Gallery and entrance to the Main Reading Room will form part of the project.

Construction of the Treasures Gallery, Exhibition Gallery and new entrance to the Main Reading Room began in December 2010 and was completed in June 2011. Following a period of exhibition installation, the Treasures Gallery will open on 8 October 2011 and the Exhibition Gallery will open on 25 November with a major international exhibition, *Handwritten: Ten Centuries of Manuscript Treasures from Staatsbibliothek zu Berlin*.

Redevelop the Library's reading room facilities to ensure they provide easy and integrated access to our collections and information services.

Building works associated with the construction of the new galleries have led to improvements in the Main Reading Room. As well as providing a new entrance, service desk and attractive shelving for reference collections and journals, and introducing an area for informal reading and group work, the renovations have provided a more functional work area in which to process book deliveries from stacks. The security of the issue and return of books and journals in use by readers is also improved. Reader services were maintained with minimal disruption during the seven-month construction period.

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

Stage 1 of the project to digitise historic Australian newspapers concluded in June 2011 with approximately 5 million pages of newspaper content from 150 titles available for searching through *Trove*. This content represents the pre-1954 issues of all major capital city dailies as well as several regional titles. The future focus of the newspaper digitisation project will be on local and regional titles with some funding support provided by institutions who wish to contribute content to the newspaper service for searching via *Trove*. Contributor guidelines have been developed and promulgated to assist institutions wanting the Library to undertake the work on their behalf. To date, 10 institutions have provided funding to digitise content of interest to them and their user community.

Complete a major project to digitise The Australian Women's Weekly.

The project to digitise the first 50 years of *The Australian Women's Weekly* (1933–82) was completed and the 232,000 digitised pages are accessible for browsing and searching via *Trove*. The project was supported by publisher Australian Consolidated Press and also by the State Library of New South Wales which lent copies of the magazine from its collection for digitising. A public campaign to seek the donation of issues of the publication that were missing from the National Library's collection was also carried out; by the end of the year, 232 issues had been donated. A very successful public event was held to mark the completion of the digitisation project, which involved a presentation and conversations with the present and past editors about their involvement with *The Weekly*.

Improve our service to supply copies of collection material to users through redeveloping systems and redesigning workflows.

A major project to redevelop *Copies Direct* is nearing completion. This service will allow direct online ordering of collection material and play a critical role in providing access to the collection to offsite users. The redeveloped service will offer improved functionality for users, such as a shopping cart facility for conveniently ordering multiple items and better security for online payment, as well as enhancements which support more efficient workflows and a more consistent approach across the Library's varied collections and reading rooms.

Issues and developments

Registered users of the Library's e-journals collection now have quicker and more direct access to journal content following the implementation of a new mode of access that enables users to click through directly to a selected journal from its bibliographic record in the catalogue. This replaces the previous method that required users to search for content via a separate e-resources portal. In addition, to highlight subscription electronic resources, a new e-resources facet has been added to the catalogue search results screen. A short video on the Library website shows users how they can access this content from anywhere in Australia.

Demand for items from the Library's physical collections is 7.3 per cent below target. Ease and convenience of access for users appears to be the decisive factor, as the biggest impacts are in the use of special collections (Maps, Manuscripts, Pictures and Oral History), newspapers (with 51 million digitised Australian newspaper articles now available online through *Trove*) and traditional interlibrary loan and document delivery services, which appear to have been affected by economic conditions around the world. Demand for copies of physical collection items supplied directly to users through *Copies Direct* remains consistent.

As part of the redevelopment of the Library's website architecture, a new approach to authoring and presenting research guides is being implemented. Based on open-source software, the guides assist users to find and use collection materials such as journal articles, biographical information, government gazettes and standards. The research guides comply with guidelines that have been agreed by all national, state and territory libraries as part of the *Reimagining Libraries* initiative, to ensure a consistent national approach to service provision.

Cataloguing of the Marcie Muir collection of Australian children's literature, a significant collection that was acquired last year, began in January 2011. It will take up to 14 months to complete cataloguing the 7,600 items in the collection.

A project to recognise people who have donated funds to support digitisation of selected collection items was completed this year. The acknowledgement takes the form of a message that names the donor and is shown whenever a page of funded digitised content is displayed for viewing.

In 2009–10, the Library conducted a pilot program using volunteers to assist with front-of-house enquiries on weekends and public holidays. Following the success of the trial, this has become an ongoing volunteer activity. The Library's volunteers have also expanded their role to include the provision of behind-the-scenes and building-art tours.

Twenty-seven new titles, which promote the Library's collections and are sold through more than 1,600 retail outlets in Australia and New Zealand and online through the Library's website, were published. Two publications received national and international recognition. *Australian Backyard Explorer* by Peter Macinnis was awarded the 2010 Eve Pownall Award for Information Books by the Children's Book Council of Australia, and was also included in the International Youth Library's prestigious White Ravens 2011 list. *I've Got a Feeling!* by Stephanie Owen Reeder was selected by the International Board on Books for Young People for the Outstanding Books for Young People with Disabilities 2011 list.

Work is well underway on a project to develop a model for e-book publishing based on the Library's collection. A pilot project derived from the award-winning *Voss Journey* festival with the National Film and Sound Archive is testing collaborative workflows for authoring and editing e-books, as well as how richly varied collection material can be presented in e-book formats for mobile devices.

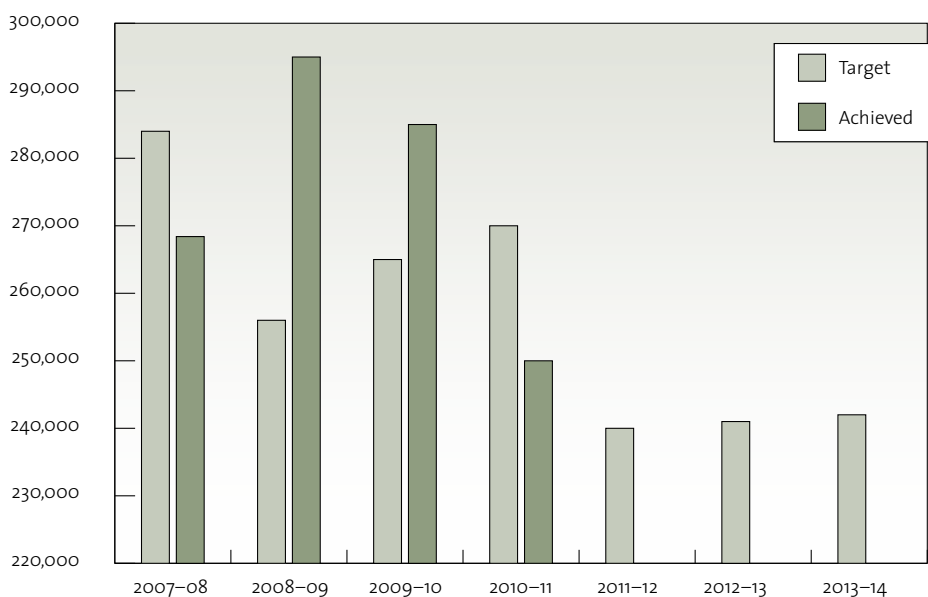
Performance

Table 3.4 shows deliverables and key performance indicators in relation to providing access to the national collection and other documentary resources in 2010–11.

Table 3.4 Provide access to the national collection and other documentary resources: Deliverables and key performance indicators, 2010–11

	Measure	Target	Achieved
Deliverables	Physical collection items delivered to users [#]	270,000	250,195
	Website access—pageviews [#] (millions)	260	339
Key Performance Indicators	Collection access—Service Charter [%]	100%	100%
	National collection delivered [% growth]	2%	-12.3%
	Website access—pageviews [% growth]	7.0%	22.0%

Figure 3.3 Number of physical collection items delivered to users



The target was not met.

Table 3.5 National collection delivered [% growth]

Achieved			Achieved	Target	Target		
2007-08	2008-09	2009-10	2010-11		2011-12	2012-13	2013-14
-17.6%	10.1%	-3.5%	-12.3%	2.0%	0.0%	1.0%	1.0%

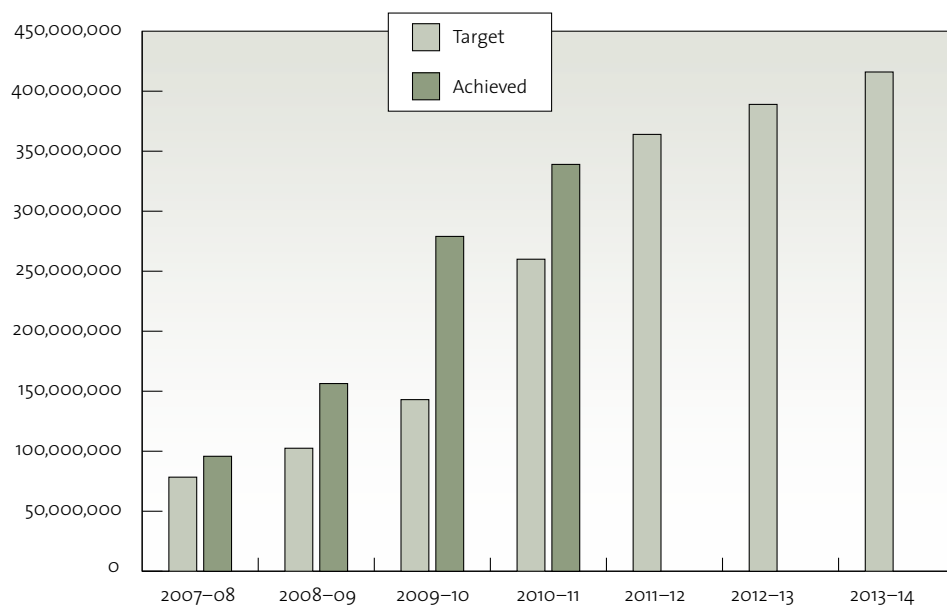
The target was not met.

Table 3.6 Collection access—Service Charter [%]

Achieved			Achieved	Target	Target		
2007-08	2008-09	2009-10	2010-11		2011-12	2012-13	2013-14
100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

The Service Charter standards for reference enquiries responded to, collection delivery and website availability were achieved.

Figure 3.4 Website access—number of pageviews



The significant growth in website access that is evident over recent years resulted from the Library’s introduction of new online services such as *Australian Newspapers* or the improvement of online services such as the Library’s catalogue. In the current year, the growth in website access was predominately due to uptake of the Library’s discovery service, *Trove*, and *Australian Newspapers*.

Table 3.7 Website access—pageviews [% growth]

Achieved			Achieved	Target	Target		
2007-08	2008-09	2009-10	2010-11		2011-12	2012-13	2013-14
23.2%	63.3%	78.1%	22.0%	7.0%	7.0%	7.0%	7.0%

The target was exceeded.

STRATEGY THREE

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 to work collaboratively with National and State Libraries Australasia (NSLA) on a series of major projects known as Reimagining Libraries, with the aim to transform services by the national, state and territory libraries to better meet the needs of Australians for access to library services in the digital age.

The Library actively participates in the NSLA *Reimagining Libraries* Collaborative Collections Project and manages the NSLA E-resources Consortium. A major outcome of this work has been the adoption by the NSLA of a core set of electronic resources that will be available in all member libraries. The first nine products will be available to library users in 2012.

The Library also made a major contribution to the *Reimagining Libraries* Description and Cataloguing Project. The goal of this project is to improve online access via *Trove* to the documentary heritage collections of NSLA libraries, especially archival collections. The project aimed to find more streamlined and cost-effective ways of describing collections so that they are more rapidly available in national discovery systems. Among the achievements of the project were the development of a guide to describing different kinds of collections in order to improve access to them, and a report identifying efficient practices in the workflows that are associated with the acquisition and processing of archival collections. In another work package, guidelines were developed on activities associated with collecting archival collections, such as assisting donors with preparing digital collections for transfer to a library.

A significant portion of the item descriptions in *Trove* come from *Libraries Australia*, the collaborative resource sharing service that is hosted by the Library to support the workflows of all Australian libraries. A new way of sharing information about hidden library collections, developed under the *Reimagining Libraries* Description and Cataloguing Project, uses data that is contained in *Libraries Australia* records to improve the discovery of these collections in *Trove*. As well as providing improved access to these collections, this is an efficient way for libraries to describe their collections.

The Library played a key role in another *Reimagining Libraries* project which focuses on future reference services in an information landscape that is increasingly dominated by search engines and social networking sites. After an extended review, the Virtual Reference Project Group decided to close the *AskNow* chat reference service that had been operating across Australia and New Zealand. When the service was introduced in 2002 it was regarded as a groundbreaking model for reference service collaboration; however, the number of requests has substantially declined. Chat is a resource-intensive service offering and, as other technologies emerge, NSLA partners are exploring new ways to expose library collections and promote user engagement.

Continue a major oral history project, funded by the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA), to record the story of the Forgotten Australians and Former Child Migrants.

To 30 June 2011, 65 interviews were completed and 35 interviews placed online as part of the outcomes required by the Apology to Forgotten Australians and Former Child Migrants.

Interviews are being conducted across Australia by 37 specially trained interviewers. This national project is funded by FaHCSIA to record the experiences of Australians who grew up in institutions, orphanages and foster care.

Complete an oral history project update to the Bringing Them Home (Stolen Generation) project, specifically to record follow-up interviews with selected interviewees and to facilitate access to selected interviews online.

The *Bringing Them Home* oral history online project was completed in January 2011, and resulted in 190 of the 340 interviews in the collection now being available through the Library's website. Summaries for most of the interviews have also been added which allow listeners to navigate easily through the recordings. Follow-up interviews were completed with 29 subjects, allowing these individuals to reflect on the years since their previous interview and talk about the impact of the Apology to the Stolen Generations on their lives. Funding from FaHCSIA has allowed the Library to significantly improve access to these interviews.

Further improve our new national collection discovery service, Trove, and extend Trove to include journal articles and licensed electronic resources.

During 2010–11, the *Trove* national discovery service further confirmed its status as a key national site for accessing library and cultural collections, and for users of those collections to engage with one another.

Due to successful collaboration with other cultural institutions, the research sector and publishers, *Trove* allows every Australian to find and obtain hundreds of millions of items that form part of the national collection. During 2010–11, *Trove* expanded to encompass more than 113 million journal articles from Cengage Gale and RMIT Publishing. The Australasian Digital Theses (ADT) program and the Australian Research Online service were also integrated with *Trove*.

Issues and developments

Trove also provides a social engagement space using web 2.0 tools. The online user forum has 6700 members who use the forum to share advice on making the best use of *Trove*. In its first year, 30,000 members of the public created a profile in *Trove* to keep track of their own activities. People can add annotations in the form of tags and comments, and create their own lists of resources; more than 4,000 of these lists were created in 2010–11. The public response to the newspaper text correction function continues to be overwhelming, with more than 33 million lines of text corrected, thus improving their findability. The *Trove* support team developed a Twitter account and, in a few months, more than 800 people had signed up as followers. @TroveAustralia tells a story about the rich content that is to be found every day in *Trove*.

Searching activity in *Trove* continues to increase steadily with the service receiving more than 35,000 visits per day. The newspaper content in particular provides a wealth of detail for research, especially by the humanities and social sciences disciplines. Many individual researchers and local history groups, such as the Light Railway Research Historical Society, Mosman Library and Rockhampton Regional Council Library, are finding the treasure in *Trove*. In 2010–11, the research sector began to identify how *Trove* could support their work. The Australian Research Council funded a project to examine climate change patterns through examination of historical newspapers—often the only published record of the weather conditions that prevailed more than a century ago.

Libraries Australia has welcomed an increase in membership numbers, especially from the school library sector. School libraries have used the opportunity of membership to teach students how to undertake research using authentic resources. The number of libraries interconnecting their interlibrary loan systems with *Libraries Australia* also continued to grow with over 100 libraries now accessing the service in this way. This development supports streamlined workflows for libraries and more responsive services for library users.

Libraries Australia has focused on improving the currency and coverage of the Australian National Bibliographic Database. A number of software enhancements have been implemented to make it easier for libraries to contribute and update their bibliographic, authority and holdings data. *Libraries Australia* also continued to work with the OCLC to improve the infrastructure supporting the exchange of bibliographic records nationally and internationally. There has been significant progress in improving the currency and accuracy of Australian library holdings in the OCLC’s international WorldCat service.

The number of libraries purchasing e-resources through the Electronic Resources Australia (ERA) consortium has continued to grow steadily, especially in the TAFE and public library sectors. The price-setting mechanism has been simplified to make it easier for libraries to make their purchasing decisions. Libraries recognise that, in addition to improving access to electronic resources, a core benefit of ERA is the standardised licence terms and conditions applying to all e-resources that are purchased through the consortium.

The Library coordinates the Australian Newspaper Plan (ANPlan), a cooperative NSLA initiative. Over 2010–11, ANPlan has encouraged wider contribution to the *Australian Newspapers* service by disseminating information about the service and processes for local libraries and other organisations to participate in building this resource. Through its ongoing search-and-rescue campaign to locate missing Australian newspapers, ANPlan has promoted awareness of the role of its libraries in providing permanent access to newspapers. This is the second year that ANPlan libraries have reported to the NSLA against key indicators in the areas of collecting, preserving and providing access to newspapers, thereby providing a coherent Australia-wide view of these activities. ANPlan has issued a paper on environmental conditions for storing print and microfilmed newspapers and continues to explore emerging issues in the provision of permanent access to newspapers such as the collection of electronic editions and the roles of digitisation and microfilming as reformatting strategies.

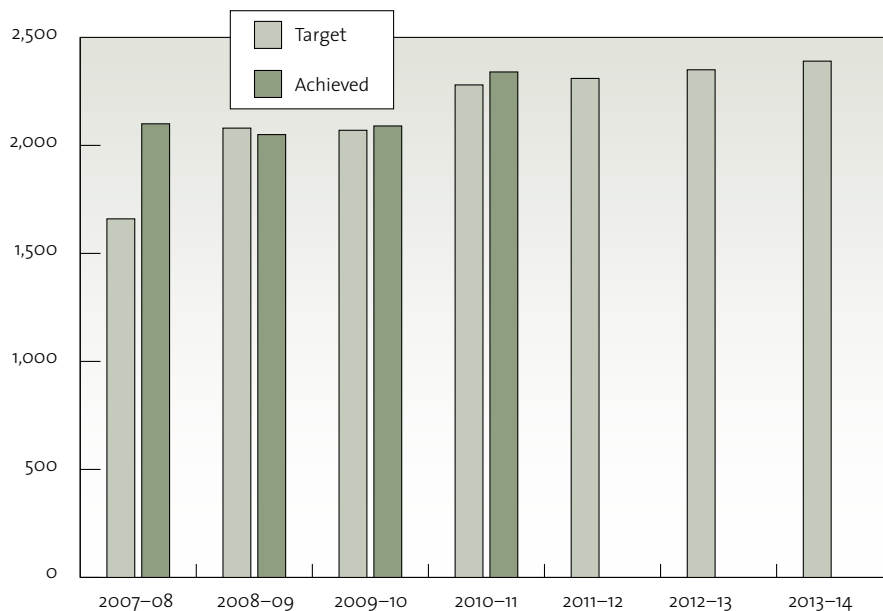
Performance

Table 3.8 shows deliverables and key performance indicators in relation to providing and supporting collaborative projects and services in 2010–11.

Table 3.8 Provide and support collaborative projects and services: Deliverables and key performance indicators, 2010–11

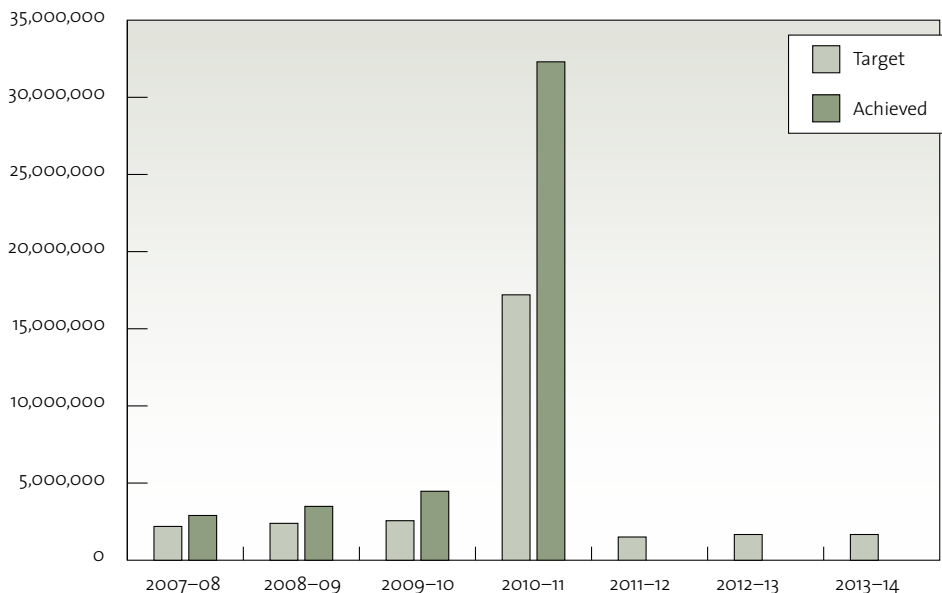
	Measure	Target	Achieved
Deliverables	Agencies subscribing to key collaborative services [#]	2,280	2,339
	Records/items contributed by subscribing agencies [#]	17,205,000	32,303,179
Key performance indicators	Collaborative services standards and timeframes [%]	97.0%	96.6%

Figure 3.5 Number of agencies subscribing to key collaborative services



The target was exceeded due to the inclusion in reporting of a number of new services.

Figure 3.6 Number of records/items contributed by subscribing agencies

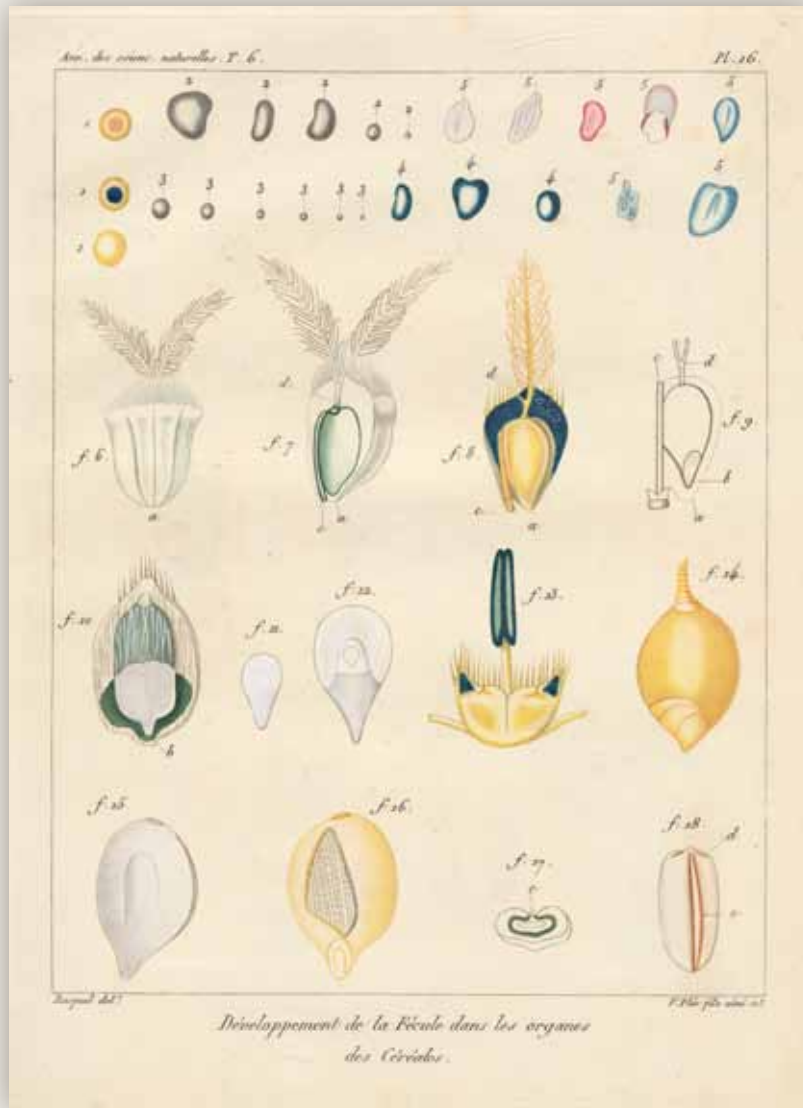


The increase in the number of items that were contributed by subscribing agencies is the result of the inclusion of digitised Australian historical newspaper articles in this measure for the first time.

Table 3.9 Collaborative services standards and timeframes [%]

Achieved			Achieved	Target	Target		
2007-08	2008-09	2009-10	2010-11		2011-12	2012-13	2013-14
99.4%	99.0%	97.8%	96.6%	97.0%	97.0%	97.0%	97.0%

The slight decline in the timeframes achieved was the result of an increase in the number of complex enquiries that were received by both *Libraries Australia* and *Trove*.



V. Pleé, after Raspail
Développement de la Fécula dans les organes des Céréales
 plate 16 in Atlas supplement volume 6 to *Annales des sciences naturelles*
 by Adolphe Brongniart, Victor Audouin and J.B. Dumas
 Paris: Béchét jeune ..., 1825
 New acquisition



4

FINANCIAL STATEMENTS

Audited financial statements

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INDEPENDENT AUDITOR'S REPORT

To the Minister for the Arts

I have audited the accompanying financial statements of the National Library of Australia and the consolidated entity for the year ended 30 June 2011, which comprise: a Statement by Council, Director-General and Chief Financial Officer; the 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 the Financial Statements, including a Summary of Significant Accounting Policies and other explanatory information. The consolidated entity comprises the National Library of Australia and the Trust Accounts it controlled at the year's end or from time to time during the financial year.

Council's Responsibility for the Financial Statements

The Council of the National Library of Australia is responsible for the preparation of the financial statements that give a true and fair view in accordance with the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*, including the Australian Accounting Standards, and for such internal control as the Council determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I 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 about 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 of the financial statements that give a true and fair view 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 the accounting policies used and the

reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial statements.

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

Independence

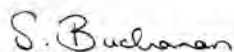
In conducting my audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the requirements of the Australian accounting profession.

Opinion

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

- (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 and the consolidated entity's financial positions as at 30 June 2011 and of their financial performance and cash flows for the year then ended.

Australian National Audit Office



Serena Buchanan
Audit Principal

Delegate of the Auditor-General

Canberra
5 August 2011

STATEMENT BY COUNCIL, DIRECTOR-GENERAL AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2011 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 and the consolidated entity 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 

The Hon J. J. Spigelman AC
Chair

5 August 2011

Signed 

A. Schwirtlich
Director-General

5 August 2011

Signed 

G. Linehan
Chief Financial Officer

5 August 2011

NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF COMPREHENSIVE INCOME
for the period ended 30 June 2011

	Notes	Consolidated		NLA	
		2011	2010	2011	2010
		\$'000	\$'000	\$'000	\$'000
EXPENSES					
Employee benefits	3A	36,016	36,750	36,026	36,750
Supplier expenses	3B	16,214	17,200	16,118	17,050
Grants	3C	514	466	469	426
Depreciation and amortisation	3D	19,029	18,499	19,029	18,499
Write-down and impairment of assets	3E	167	193	133	193
Losses from asset sales	3F	-	-	2	-
Other	3G	42	14	42	14
Total expenses		71,982	73,122	71,819	72,932
LESS:					
OWN-SOURCE INCOME					
Own-source revenue					
Sale of goods and rendering of services	4A	7,780	7,733	8,053	8,138
Interest	4B	3,333	2,503	2,999	2,279
Royalties	4C	268	275	260	263
Other	4D	3,867	3,787	4,414	3,571
Total own-source revenue		15,248	14,298	15,726	14,251
Gains					
Sale of assets	4E	58	5	-	5
Other	4F	7	12	7	12
Total gains		65	17	7	17
Total own-source income		15,313	14,315	15,733	14,268
Net cost of services		56,669	58,807	56,086	58,664
Revenue from Government	4G	49,105	50,044	49,105	50,044
Deficit attributable to the Australian Government		(7,564)	(8,763)	(6,981)	(8,620)
OTHER COMPREHENSIVE INCOME					
Changes in asset revaluation reserves		3,385	6,847	3,385	6,847
Total comprehensive loss attributable to the Australian Government		(4,179)	(1,916)	(3,596)	(1,773)

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

The 2010 Statement of Comprehensive Income has been restated as a consequence of a change in accounting policy for heritage and cultural assets and as a consequence depreciation expenses for 2010 have been reduced by \$733,000. A comprehensive disclosure for this change in accounting policy is provided at page 67.

NATIONAL LIBRARY OF AUSTRALIA
BALANCE SHEET
as at 30 June 2011

	Notes	Consolidated				NLA		
		2011 \$'000	2010 \$'000	2009 \$'000	2011 \$'000	2010 \$'000	2009 \$'000	
ASSETS								
Financial Assets								
Cash and cash equivalents	5A	6,224	4,136	7,198	5,750	3,741	6,522	
Trade and other receivables	5B	2,143	1,782	1,226	2,005	1,678	1,168	
Other investments	5C	47,166	52,135	48,519	41,500	47,679	44,200	
Other	5D	661	767	829	2,058	774	829	
Total financial assets		56,194	58,820	57,772	51,313	53,872	52,719	
Non-financial Assets								
Land and buildings	6A, C	194,511	186,204	180,101	194,511	186,204	180,101	
Property, plant and equipment	6B, C	1,426,788	1,431,231	1,434,569	1,426,788	1,431,231	1,434,569	
Intangibles	6D, E	25,987	20,570	15,767	25,987	20,570	15,767	
Inventories	6F	2,018	1,836	1,565	1,824	1,675	1,394	
Other	6G	1,875	1,793	2,040	1,875	1,793	2,040	
Total non-financial assets		1,651,179	1,641,634	1,634,042	1,650,985	1,641,473	1,633,871	
Assets held for sale		-	550	550	-	-	-	
Total assets		1,707,373	1,701,004	1,692,361	1,702,298	1,695,345	1,686,590	
LIABILITIES								
Payables								
Suppliers	7A	5,561	4,300	4,844	5,546	4,293	4,852	
Grants	7B	24	31	21	20	21	21	
Other	7C	1,022	1,277	1,113	1,022	1,274	1,113	
Total payables		6,607	5,608	5,978	6,588	5,588	5,986	

NATIONAL LIBRARY OF AUSTRALIA
BALANCE SHEET - Continued
as at 30 June 2011

	Notes	Consolidated			NLA		
		2011 \$'000	2010 \$'000	2009 \$'000	2011 \$'000	2010 \$'000	2009 \$'000
Provisions							
Employee provisions	8	11,001	11,195	10,012	11,001	11,195	10,012
Total provisions		11,001	11,195	10,012	11,001	11,195	10,012
Total liabilities		17,608	16,803	15,990	17,589	16,783	15,998
Net assets		1,689,765	1,684,201	1,676,374	1,684,709	1,678,562	1,670,592
EQUITY							
Contributed equity		40,491	30,748	21,005	40,491	30,748	21,005
Reserves		228,001	224,616	217,769	228,001	224,616	217,769
Retained surplus		1,421,273	1,428,837	1,437,600	1,416,217	1,423,198	1,431,818
Total equity		1,689,765	1,684,201	1,676,374	1,684,709	1,678,562	1,670,592

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

The balance sheet as at 30 June 2009 has been disclosed, as the Library has reviewed and changed its accounting policy for heritage and cultural assets and reclassified collections stored in electronic format (i.e. digitised collections, archived web pages, oral history collections and digital photographs) as intangible assets with indefinite useful lives, subject to annual review. For this change in accounting policy AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* requires retrospective restatement. As a consequence the balance sheets for 30 June 2010 and 30 June 2009 have been restated.

The adjustments for the June 2009 balance sheet include: a reduction in the value of property, plant and equipment of \$20,660,000; an increase in the value of intangibles of \$10,760,000; a reduction in the value of the reserves for the reversal of accumulated revaluations of \$11,328,000 as these intangible collections are not able to be revalued due to the absence of an active market; and an increase to accumulated surpluses of \$1,428,000 for the reversal of accumulated depreciation, as these collections are not amortised while they have indefinite useful lives. The total accumulated adjustments for the June 2010 balance sheet include: a reduction in the value of property, plant and equipment of \$24,849,000; an increase in the value of intangibles of \$15,682,000; a reduction in the value of the reserves for the reversal of accumulated revaluations of \$11,328,000; and an increase to accumulated surpluses of \$2,161,000.

NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF CHANGES IN EQUITY (CONSOLIDATED)
for the period ended 30 June 2011

	Retained Earnings		Asset Revaluation Reserve		Contributed Equity / Capital		Total Equity	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
Opening balance								
Balance carried forward from previous period	1,428,837	1,436,172	224,616	229,097	30,748	21,005	1,684,201	1,686,274
Adjustment for changes in accounting policies	-	1,428	-	(11,328)	-	-	-	(9,900)
Adjusted opening balance	1,428,837	1,437,600	224,616	217,769	30,748	21,005	1,684,201	1,676,374
Comprehensive income								
Other comprehensive income	-	-	3,385	6,847	-	-	3,385	6,847
Surplus (Deficit) for the period	(7,564)	(8,763)	-	-	-	-	(7,564)	(8,763)
Total comprehensive income	(7,564)	(8,763)	3,385	6,847	-	-	(4,179)	(1,916)
of which: Attributable to the Australian Government	(7,564)	(8,763)	3,385	6,847	-	-	(4,179)	(1,916)
Transactions with owners								
Distributions to owners								
Returns of capital:								
Restructuring	-	-	-	-	-	-	-	-
Contributions by owners								
Equity injection	-	-	-	-	9,743	9,743	9,743	9,743
Sub-total transactions with owners	-	-	-	-	9,743	9,743	9,743	9,743
Transfers between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	1,421,273	1,428,837	228,001	224,616	40,491	30,748	1,689,765	1,684,201
Closing balance attributable to the Australian Government	1,421,273	1,428,837	228,001	224,616	40,491	30,748	1,689,765	1,684,201

NATIONAL LIBRARY OF AUSTRALIA
STATEMENT OF CHANGES IN EQUITY (NLA)
for the period ended 30 June 2011

	Retained Earnings		Asset Revaluation Reserve		Contributed Equity / Capital		Total Equity	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
Opening balance								
Balance carried forward from previous period	1,423,198	1,430,390	224,616	229,097	30,748	21,005	1,678,562	1,680,492
Adjustment for changes in accounting policies	-	1,428	-	(11,328)	-	-	-	(9,900)
Adjusted opening balance	1,423,198	1,431,818	224,616	217,769	30,748	21,005	1,678,562	1,670,592
Comprehensive income								
Other comprehensive income	-	-	3,385	6,847	-	-	3,385	6,847
Surplus (Deficit) for the period	(6,981)	(8,620)	-	-	-	-	(6,981)	(8,620)
Total comprehensive income	(6,981)	(8,620)	3,385	6,847	-	-	(3,596)	(1,773)
of which: Attributable to the Australian Government	(6,981)	(8,620)	3,385	6,847	-	-	(3,596)	(1,773)
Transactions with owners								
Distributions to owners								
Returns of capital:								
Restructuring	-	-	-	-	-	-	-	-
Contributions by owners								
Equity injection	-	-	-	-	9,743	9,743	9,743	9,743
Sub-total transactions with owners	-	-	-	-	9,743	9,743	9,743	9,743
Transfers between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	1,416,217	1,423,198	228,001	224,616	40,491	30,748	1,684,709	1,678,562
Closing balance attributable to the Australian Government	1,416,217	1,423,198	228,001	224,616	40,491	30,748	1,684,709	1,678,562

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 2011

	Notes	Consolidated		NLA	
		2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
OPERATING ACTIVITIES					
Cash received					
Receipts from Government		49,146	50,003	49,146	50,003
Goods and services		8,664	8,556	8,941	8,946
Interest		3,120	2,200	2,821	2,022
Net GST received		1,541	1,240	1,541	1,240
Other		1,508	950	647	736
Cash received on behalf of others		296	324	296	324
Total cash received		64,275	63,273	63,392	63,271
Cash used					
Employees		(37,958)	(36,631)	(37,958)	(36,631)
Suppliers		(15,169)	(17,640)	(15,016)	(17,525)
Other		(523)	(459)	(472)	(428)
Total cash used		(53,650)	(54,730)	(53,446)	(54,584)
Net cash from (used by) operating activities	9	10,625	8,543	9,946	8,687
INVESTING ACTIVITIES					
Cash received					
Proceeds from sales of property, plant and equipment		615	10	5	10
Investments		26,997	41,386	26,829	36,964
Total cash received		27,612	41,396	26,834	36,974
Cash used					
Purchase of property, plant and equipment		(17,052)	(11,513)	(17,052)	(11,513)
Purchase of intangibles		(6,812)	(6,229)	(6,812)	(6,229)
Investments		(22,028)	(45,002)	(20,650)	(40,443)
Total cash used		(45,892)	(62,744)	(44,514)	(58,185)
Net cash from (used by) investing activities		(18,280)	(21,348)	(17,680)	(21,211)
FINANCING ACTIVITIES					
Cash received					
Contributed equity		9,743	9,743	9,743	9,743
Total cash received		9,743	9,743	9,743	9,743
Net cash from (used by) financing activities		9,743	9,743	9,743	9,743
Net increase (decrease) in cash held		2,088	(3,062)	2,009	(2,781)
Cash and cash equivalents at the beginning of the reporting period		4,136	7,198	3,741	6,522
Cash and cash equivalents at the end of the reporting period	5A	6,224	4,136	5,750	3,741

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

NATIONAL LIBRARY OF AUSTRALIA
SCHEDULE OF COMMITMENTS

as at 30 June 2011

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
BY TYPE				
Commitments receivable				
Net GST recoverable on commitments	648	465	648	465
Other	1,603	2,121	1,603	2,121
Total commitments receivable	2,251	2,586	2,251	2,586
Commitments payable				
Capital commitments				
Buildings	2,102	1,009	2,102	1,009
Infrastructure, plant and equipment	59	229	59	229
Collections ¹	988	151	988	151
Total capital commitments	3,149	1,389	3,149	1,389
Other commitments				
Operating leases ²	1,606	2,328	1,606	2,328
Other ³	4,405	3,527	4,405	3,527
Total other commitments	6,011	5,855	6,011	5,855
Net commitments by type	6,909	4,658	6,909	4,658
BY MATURITY				
Commitments receivable				
One year or less	1,644	1,794	1,644	1,794
From one to five years	607	792	607	792
Total commitments receivable	2,251	2,586	2,251	2,586
Commitments payable				
Capital commitments				
One year or less	3,066	1,389	3,066	1,389
From one to five years	83	-	83	-
Total capital commitments	3,149	1,389	3,149	1,389
Operating lease commitments				
One year or less	885	842	885	842
From one to five years	721	1,486	721	1,486
Total operating lease commitments	1,606	2,328	1,606	2,328
Other commitments				
One year or less	2,712	2,497	2,712	2,497
From one to five years	1,693	1,030	1,693	1,030
Total other commitments	4,405	3,527	4,405	3,527
Net commitments by maturity	6,909	4,658	6,909	4,658

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 \$45,070;
- 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 \$970,052.

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

NATIONAL LIBRARY OF AUSTRALIA
 SCHEDULE OF CONTINGENCIES
 as at 30 June 2011

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
Contingent assets				
Claims for damages or costs	3	3	3	3
Total contingent assets	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</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>(1,315)</u>	<u>(1,315)</u>	<u>(1,315)</u>

Details of each class of contingent liabilities and contingent assets listed above are disclosed in Note 10: Contingent Liabilities and Assets, along with information on significant contingencies that cannot be quantified.

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 2011

	Buildings \$'000	Heritage & cultural \$'000	Other infrastructure, plant & equipment \$'000	Intangibles \$'000	Total \$'000
The following non-financial non-current assets were added in 2010-11:					
By purchase - Government funding	8,674	9,671	4,349	1,170	23,864
Assets received as gifts/donations/contributions	-	1,263	-	-	1,263
Total additions	8,674	10,934	4,349	1,170	25,127

	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

In the context of the Schedule of Asset Additions, heritage and cultural assets include both tangible and intangible additions to the National collection and additions for intangibles include only the additions of computer software.

NATIONAL LIBRARY OF AUSTRALIA
INDEX OF THE NOTES TO THE FINANCIAL STATEMENTS
for the period ended 30 June 2011

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

The financial statements have been prepared in accordance with:

- Finance Minister's Orders (FMOs) for reporting periods ending on or after 1 July 2010; 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 the 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 FMOs, assets and liabilities are recognised in the NLA and Consolidated balance sheet when and only when it is probable that future economic benefits will flow to the 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 executor contracts 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 17. The accounts of the Library's Trust Accounts are prepared for the period 1 July 2010 to

30 June 2011 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 unless received from another Government agency or authority as a consequence of a restructuring of administrative arrangements (refer note 1.8).

Revenues from Government

Funding received or receivable from the Department of the Prime Minister and Cabinet (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. Grants received from Government entities (previously classified as Revenue from Government) are included in Other Revenue, note 4D.

Parental Leave Payments Scheme

Where amounts received under the Parental Leave Payments Scheme by the NLA have not yet been paid they are presented gross as cash and a liability (payable). The total amount received under this scheme is disclosed as a footnote to the Note 4G: Revenue from Government.

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 equity.

Other Distributions to Owners

The FMOs 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 NLA 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 be applied at the time the leave is taken, including 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 is recognised at its nominal amount. Cash and cash equivalents includes cash on hand and 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.

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.
Leaschold 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 (tangible components)	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. Leaschold 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>2011</u>	<u>2010</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 2011. Where indications of impairment exist, the asset's recoverable amount is estimated and 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.

Heritage and Cultural Assets

The Library's collection assets consist of a comprehensive range of materials relating to the history and culture of Australia and of selected overseas publications. The collections have been built up over the years since 1901 when the Library was established as the Commonwealth Parliamentary Library. The *National Library Act 1960* provides the Library with a mandate to build a national collection of library material, including a comprehensive collection of Library material relating to Australia and the Australian people. Australian materials collected include print publications in the form of books, maps, sheet music, and ephemeral materials like posters and leaflets; and unpublished materials such as manuscripts, pictures and oral history and folklore recordings (refer to note 1.18). The overseas collection of publications provides a strong base to support research especially in the fields of South East and East Asia studies and the social sciences and the humanities. The Australian and overseas print collections are augmented by extensive microform holdings and digital resources (refer to note 1.18).

The NLA's curatorial policy can be accessed from <http://www.nla.gov.au/policy/cdp/> and the preservation policies may be accessed from <http://www.nla.gov.au/policy/prespol.html>.

1.18 Intangibles

The Library's intangibles comprise purchased software and internally developed software for internal use and heritage and cultural assets forming part of the National Collection in the form of digitised collections, archived web pages, oral history collections and digital photographs. The threshold for the recognition of software assets is \$2,000 (GST exclusive). The purchase of

intangible library material regardless of the amount, other than serials, is capitalised as part of the National Collection, which is a cultural and heritage asset.

Software assets are carried at cost less accumulated amortisation and accumulated impairment loss. As at 30 June 2011 heritage and cultural assets are held at cost.

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 (2009-10: 2 to 10 years). The intangible Library collections are not amortised as their useful lives have been determined as indefinite. The useful lives of these collections are reviewed annually to determine whether events and circumstances continue to support an indefinite useful life assessment for that collection.

All intangible assets were assessed for indications of impairment as at 30 June 2011.

Heritage and Cultural Assets

The description of the National Collection and references to curatorial and preservation policies are disclosed in note 1.17.

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.

Note 2: Events After the Reporting Period

There are no events after the reporting date that will materially affect the financial statements.

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000

Note 3: Expenses

Note 3A - Employee Benefits

Wages and salaries	27,569	27,658	27,579	27,658
Superannuation:				
Defined contribution plans	1,440	1,311	1,440	1,311
Defined benefit plans	3,446	3,530	3,446	3,530
Leave and other entitlements	3,214	4,012	3,214	4,012
Separation and redundancies	112	-	112	-
Other employee benefits	235	239	235	239
Total employee benefits	36,016	36,750	36,026	36,750

Note 3B - Suppliers

Goods and Services

Access to external databases and records	335	374	335	374
Building services	3,275	3,454	3,275	3,453
Collection preservation	135	169	135	169
Communications	316	312	316	312
Computer services and supplies	1,098	1,124	1,098	1,124
Contractors and consultants	2,064	2,555	2,021	2,538
Cost of goods sold	779	926	773	904
Freight and postage	288	330	288	330
Insurance	386	342	386	342
Magazine and newspaper subscriptions	3,246	3,551	3,246	3,551
Non asset furniture and equipment	418	305	418	305
Non asset software	29	38	29	38
Other	449	406	438	405
Promotion of Library services	646	543	619	465
Promotional publications	169	204	169	204
Stationary, printing and office machine consumables and repairs	479	530	479	530
Training	406	387	406	387
Travel and subsistence	556	609	547	578
Total goods and services	15,074	16,159	14,978	16,009

Goods and services are made up of:

Provision of goods - related entities	-	3	-	3
Provision of goods - external parties	4,571	4,882	4,565	4,861
Rendering of services - related parties	1,380	1,387	1,380	1,387
Rendering of services - external parties	9,123	9,887	9,033	9,758
Total goods and services	15,074	16,159	14,978	16,009

Other supplier expenses

Operating lease rentals - external parties				
Minimum lease payments	815	744	815	744
Workers compensation expenses	325	297	325	297
Total other supplier expenses	1,140	1,041	1,140	1,041
Total supplier expenses	16,214	17,200	16,118	17,050

	Consolidated		NLA	
	2011	2010	2011	2010
	\$'000	\$'000	\$'000	\$'000

Note 3C - Grants

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

Private sector:

Non-profit organisations	418	395	418	395
Individuals	96	71	51	31
Total grants	514	466	469	426

Note 3D - Depreciation and Amortisation

Depreciation:

Plant and equipment	1,977	1,726	1,977	1,726
Heritage and cultural assets	11,936	11,842	11,936	11,842
Buildings	3,746	3,544	3,746	3,544
Total depreciation	17,659	17,112	17,659	17,112

Amortisation:

Leasehold improvements	6	4	6	4
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Intangibles:

Computer software	1,364	1,383	1,364	1,383
Total amortisation	1,370	1,387	1,370	1,387
Total depreciation and amortisation	19,029	18,499	19,029	18,499

Note 3E - Write-Down and Impairment of Assets

Asset write-downs and impairment from:

Write-down - Inventory	139	106	105	106
Write-down - Plant and equipment from revaluation	-	44	-	44
Bad and doubtful debts expense - Receivables for goods and services	6	4	6	4
Write-offs - Plant and equipment	16	21	16	21
Write-offs - Intangibles - Software	6	18	6	18
Total write-down and impairment of assets	167	193	133	193

Note 3F - Losses from Asset Sales

Infrastructure, plant and equipment:

Proceeds from sale	-	-	(5)	-
Carrying value of assets sold	-	-	7	-
Selling expense	-	-	-	-
Total losses from asset sales	-	-	2	-

Note 3G - Other Expenses

Fringe Benefit Tax (Non-remuneration)	42	14	42	14
Total other expenses	42	14	42	14

Consolidated		NLA	
2011	2010	2011	2010
\$'000	\$'000	\$'000	\$'000

Note 3H – Operating Expenditure for Heritage and Cultural assets

Operating expenditure	<u>18,509</u>	<u>19,072</u>	<u>18,203</u>	<u>18,609</u>
Total operating expenses	<u>18,509</u>	<u>19,072</u>	<u>18,203</u>	<u>18,609</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 4: Income

REVENUE

Note 4A – Sale of Goods and Rendering of Services

Provision of goods - related entities	<u>1</u>	<u>12</u>	<u>1</u>	<u>12</u>
Provision of goods - external parties	<u>1,408</u>	<u>1,701</u>	<u>1,397</u>	<u>1,665</u>
Rendering of services - related entities	<u>466</u>	<u>438</u>	<u>466</u>	<u>438</u>
Rendering of services - external parties	<u>5,905</u>	<u>5,582</u>	<u>6,189</u>	<u>6,023</u>
Total sale of goods and rendering of services	<u>7,780</u>	<u>7,733</u>	<u>8,053</u>	<u>8,138</u>

Note 4B – Interest

Deposits	<u>3,333</u>	<u>2,503</u>	<u>2,999</u>	<u>2,279</u>
Total interest	<u>3,333</u>	<u>2,503</u>	<u>2,999</u>	<u>2,279</u>

Note 4C – Royalties

Other	<u>268</u>	<u>275</u>	<u>260</u>	<u>263</u>
Total royalties	<u>268</u>	<u>275</u>	<u>260</u>	<u>263</u>

Note 4D – Other revenue

Resources received free of charge - Collection material	<u>2,369</u>	<u>2,865</u>	<u>2,369</u>	<u>2,865</u>
Grants and other non-reciprocal payments by other entities	<u>611</u>	<u>668</u>	<u>611</u>	<u>668</u>
Donations	<u>844</u>	<u>215</u>	<u>-</u>	<u>-</u>
Other revenue	<u>43</u>	<u>39</u>	<u>1,434</u>	<u>38</u>
Total other revenue	<u>3,867</u>	<u>3,787</u>	<u>4,414</u>	<u>3,571</u>

During 2010-11 the Library received the following grants totalling \$574,055 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 to be undertaken in the 2011-12 financial year.	\$10,000

Grantor	Purpose and conditions of the grant	Amount
Department of the Prime Minister and Cabinet	Funds were provided to be used for the 2011 Community Heritage Grants Program. To assist in meeting both the costs of the grants and the administration of the program.	\$480,000
Minerals Council of Australia	Funds were provided to support the Minerals Council of Australia Fellowships in 2011-12.	\$20,453
National Archives of Australia	Funds were provided to be used for the 2011 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 2011 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 2011 Community Heritage Grants Program. To assist in meeting both the costs of the grants and the administration of the program.	\$20,000

Separate to the funding identified in the above table, funding of \$10,000 was received from the Australian Paralympic Committee and \$10,000 from the Museum of Democracy during 2010-11 to fund targeted oral history projects. These grants were only partially discharged with \$3,600 remaining.

Grants recognised as income in a previous reporting period and where associated conditions were discharged in 2010-11 financial year total \$1,704,939 (2009-10: \$709,492).

The Library also receives donations to its Trust Funds which are detailed at Note 17.

Consolidated		NLA	
2011	2010	2011	2010
\$'000	\$'000	\$'000	\$'000

GAINS

Note 4E - Sale of assets

Property, plant and equipment				
Proceeds from sale	615	10	-	10
Carrying value of assets sold	(557)	(5)	-	(5)
Net gain from sale of assets	58	5	-	5

Note 4F - Other gains

Sale of plant and equipment under the capitalisation threshold - proceeds	7	12	7	12
Total other gains	7	12	7	12

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000

REVENUE FROM GOVERNMENT

Note 4G – Revenue from Government*

Department of the Prime Minister and Cabinet CAC Act body payment item	49,105	-	49,105	-
Department of the Environment, Water, Heritage and the Arts CAC Act body payment item	-	50,044	-	50,044
Total revenue from Government	49,105	50,044	49,105	50,044

*The NLA received \$0 (2010: \$0) under the Paid Parental Leave Scheme.

Note 5: Financial Assets

Note 5A – Cash and Cash Equivalents

Cash on hand or on deposit	6,224	4,136	5,750	3,741
Total cash and cash equivalents	6,224	4,136	5,750	3,741

Note 5B – Trade and Other Receivables

Goods and services				
Goods and services - related parties	6	17	6	17
Goods and services - external parties	468	401	468	401
Total receivables for goods and services	474	418	474	418
Department of the Environment, Water, Heritage and the Arts				
Receivable	-	41	-	41
Total receivable from Department of the Environment, Water, Heritage and the Arts	-	41	-	41
Other receivables:				
GST receivable from Australian Taxation Office	705	530	705	529
Interest	966	753	828	650
Other	-	42	-	42
Total other receivables	1,671	1,325	1,533	1,221
Total trade and other receivables (gross)	2,145	1,784	2,007	1,680
Less Impairment allowance account:				
Goods and services	(2)	(2)	(2)	(2)
Total trade and other receivables (net)	2,143	1,782	2,005	1,678
Receivables are expected to be recovered in:				
No more than 12 months	2,143	1,782	2,005	1,678
More than 12 months	-	-	-	-
Total trade and other receivables (net)	2,143	1,782	2,005	1,678

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000

Receivables are aged as follows:

Not overdue	1,682	1,474	1,544	1,370
Overdue by:				
0 to 30 days	192	244	192	244
31 to 60 days	186	64	186	64
61 to 90 days	84	1	84	1
More than 90 days	1	1	1	1
Total receivables (gross)	2,145	1,784	2,007	1,680

The impairment allowance is aged as follows:

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

Reconciliation of the Impairment Allowance (consolidated):

Movements in relation to 2011

	Goods and services \$'000	Other receivables \$'000	Total \$'000
Opening balance	(2)	-	(2)
Amounts written off	(3)	-	(3)
Amounts recovered and reversed	-	-	-
Increases/decrease recognised in net surplus	3	-	3
Closing balance	(2)	-	(2)

Movements in relation to 2010

	Goods and services \$'000	Other receivables \$'000	Total \$'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)

Note 5C - Other Investments

Fixed term deposit with bank	47,166	52,135	41,500	47,679
Total investments	47,166	52,135	41,500	47,679

Other investments are expected to be recovered in:

No more than 12 months	47,166	52,135	41,500	47,679
Total investments	47,166	52,135	41,500	47,679

	Consolidated		NIA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000

Note 5D – Other Financial Assets

Accrued revenues	661	767	2,058	774
Total other financial assets	661	767	2,058	774

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

Note 6: Non-Financial Assets

6A - Land and Buildings

Land at fair value	15,935	15,935	15,935	15,935
Buildings:				
Work in progress	479	2,494	479	2,494
Fair value	178,084	167,755	178,084	167,755
Total buildings and land	194,498	186,184	194,498	186,184
Leasehold improvements:				
Fair value	13	20	13	20
Total leasehold improvements	13	20	13	20
Total land and buildings	194,511	186,204	194,511	186,204

No indicators of impairment were found for land and buildings. The National Library building (\$171,224,000) 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.

6B – National Collection, Infrastructure, Plant and Equipment

	Consolidated			NIA		
	2011 \$'000	2010 \$'000	2009 \$'000	2011 \$'000	2010 \$'000	2009 \$'000
Heritage and cultural						
National Collection (at fair value)	1,437,629	1,432,337	1,425,522	1,437,629	1,432,337	1,425,522
Accumulated depreciation	(23,778)	(11,842)	-	(23,778)	(11,842)	-
Total heritage and cultural	1,413,851	1,420,495	1,425,522	1,413,851	1,420,495	1,425,522
Other property, plant and equipment						
Fair value	15,045	10,736	10,579	15,045	10,736	10,579
Accumulated depreciation	(2,108)	-	(1,532)	(2,108)	-	(1,532)
Total other property, plant and equipment	12,937	10,736	9,047	12,937	10,736	9,047
Total property, plant and equipment	1,426,788	1,431,231	1,434,569	1,426,788	1,431,231	1,434,569

All revaluations were conducted in accordance with the revaluation policy at Note 1. The effective date for all revaluations was 30 June 2011. The revaluations were conducted by independent valuers from the Australian Valuation Office.

A revaluation increment of \$3,386,000 for buildings (2009-10: increment of \$8,637,000); and a decrement of \$1,000 for leasehold improvements (2009-10: increment of \$6,000) were passed to the asset revaluation reserve by class and included in the equity section of the balance sheet.

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

Note 6C: Reconciliation of the Opening and Closing Balances of Property, Plant and Equipment (2010-11) (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 2010						
Gross book value	15,935	170,269	186,204	1,432,337	10,736	1,629,277
Accumulated depreciation / amortisation	n/a	-	-	(11,842)	-	(11,842)
Net book value 1 July 2010	15,935	170,269	186,204	1,420,495	10,736	1,617,435
Additions ⁽¹⁾		8,674	8,674	5,292	4,349	18,315
Revaluations and impairments recognised in other comprehensive income	-	3,385	3,385	-	-	3,385
Depreciation / amortisation expense	-	(3,752)	(3,752)	(11,936)	(1,977)	(17,665)
Capitalised depreciation	-	-	-	-	(148)	(148)
Disposals:						
Other	-	-	-	-	(23)	(23)
Net book value 30 June 2011	15,935	178,576	194,511	1,413,851	12,937	1,621,299
Net book value as of 30 June 2011 represented by:						
Gross book value	15,935	178,576	194,511	1,437,629	15,045	1,647,185
Accumulated depreciation / amortisation	-	-	-	(23,778)	(2,108)	(25,886)
	15,935	178,576	194,511	1,413,851	12,937	1,621,299

⁽¹⁾ Disaggregated additions information is disclosed in the Schedule of Asset Additions.

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 6C (con'd): 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	1,425,522	10,579	1,616,202
Accumulated depreciation / amortisation	n/a	-	-	-	(1,532)	(1,532)
Net book value 1 July 2009	17,500	162,601	180,101	1,425,522	9,047	1,614,670
Additions ⁽¹⁾	-	2,573	2,573	6,815	3,824	13,212
Revaluations and impairments recognised in other comprehensive income	(1,565)	8,643	7,078	-	(275)	6,803
Depreciation / amortisation expense	-	(3,548)	(3,548)	(11,842)	(1,726)	(17,116)
Capitalised depreciation	-	-	-	-	(108)	(108)
Disposals:						
Other	-	-	-	-	(26)	(26)
Net book value 30 June 2010	15,935	170,269	186,204	1,420,495	10,736	1,617,435
Net book value as of 30 June 2010 represented by:						
Gross book value	15,935	170,269	186,204	1,432,337	10,736	1,629,277
Accumulated depreciation / amortisation	-	-	-	(11,842)	-	(11,842)
	15,935	170,269	186,204	1,420,495	10,736	1,617,435

⁽¹⁾ Disaggregated additions information is disclosed in the Schedule of Asset Additions.

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 6D – Intangibles

	2011 \$'000	2010 \$'000	2009 \$'000	2011 \$'000	2010 \$'000	2009 \$'000
Computer Software						
Internally developed - in progress	546	363	676	546	363	676
Internally developed - in use	4,348	3,687	2,450	4,348	3,687	2,450
Purchased	6,932	6,835	6,743	6,932	6,835	6,743
Accumulated amortisation	(7,163)	(5,997)	(4,862)	(7,163)	(5,997)	(4,862)
Total computer software	4,663	4,888	5,007	4,663	4,888	5,007
Other intangibles						
Heritage and cultural - National Collection	21,324	15,682	10,760	21,324	15,682	10,760
Total computer software	21,324	15,682	10,760	21,324	15,682	10,760
Total intangibles	25,987	20,570	15,767	25,987	20,570	15,767

No indicators of impairment were found for intangible assets.

Note 6E: Reconciliation of the Opening and Closing Balances of Intangibles (2010-11) (Consolidated only, as this is the same as the parent entity)

	Computer software - internally developed \$'000	Computer software - purchased \$'000	Heritage and cultural \$'000	Total \$'000
As at 1 July 2010				
Gross book value	4,050	6,835	15,682	26,567
Accumulated amortisation	(1,600)	(4,397)	-	(5,997)
Net book value 1 July 2010	2,450	2,438	15,682	20,570
Additions ⁽¹⁾ :				
Amortisation	1,022	148	5,642	6,812
Capitalised amortisation	(655)	(709)	-	(1,364)
Disposals:				
Other	(5)	(1)	-	(6)
Net book value 30 June 2011	2,812	1,851	21,324	25,987

Net book value as of 30 June 2011 represented by:

Gross book value	4,894	6,932	21,324	33,150
Accumulated amortisation	(2,082)	(5,081)	-	(7,163)
	2,812	1,851	21,324	25,987

⁽¹⁾ Disaggregated additions information is disclosed in the Schedule of Asset Additions.

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 6E: (Cont'd) 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	Heritage and Cultural \$'000	Total \$'000
As at 1 July 2009				
Gross book value	3,126	6,743	10,760	20,629
Accumulated amortisation	(1,116)	(3,746)	-	(4,862)
Net book value 1 July 2009	2,010	2,997	10,760	15,767
Additions ⁽¹⁾				
Amortisation expense	1,023	284	4,922	6,229
Capitalised amortisation	(566)	(817)	-	(1,383)
Disposals:				
Other	(17)	(1)	-	(18)
Net book value 30 June 2010	2,450	2,438	15,682	20,570

Net book value as of 30 June 2010 represented by:

Gross book value	4,050	6,835	15,682	26,567
Accumulated amortisation	(1,600)	(4,397)	-	(5,997)
	2,450	2,438	15,682	20,570

⁽¹⁾ Disaggregated additions information is disclosed in the Schedule of Asset Additions.

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	
	2011	2010	2011	2010
	\$'000	\$'000	\$'000	\$'000

Note 6F – Inventories

Inventories held for sale:

Work in progress	237	195	205	185
Finished goods	1,727	1,617	1,565	1,466
Total inventories held for sale	1,964	1,812	1,770	1,651

Inventories held for distribution:

Work in progress	8	3	8	3
Finished goods	46	21	46	21
Total inventories held for distribution	54	24	54	24
Total inventories	2,018	1,836	1,824	1,675

Inventories are categorised as follows:

No more than 12 months	1,013	880	947	856
More than 12 months	1,005	956	877	819
Total inventories	2,018	1,836	1,824	1,675

During 2010-11 \$779,057 (2009-10: \$925,793) of inventory held for sale was recognised as an expense upon sale and \$169,387 (2009-10: \$203,891) 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 6G - Other Non-financial Assets

Prepayments	1,875	1,793	1,875	1,793
Total other non-financial assets	1,875	1,793	1,875	1,793

Total other non-financial assets are expected to be recovered in:

No more than 12 months	1,833	1,762	1,833	1,762
More than 12 months	42	31	42	31
Total other non-financial assets	1,875	1,793	1,875	1,793

No indicators of impairment were found for other non-financial assets.

Note 7: Payables

Note 7A – Suppliers

Trade creditors and accruals	5,561	4,299	5,546	4,292
Operating lease rentals	-	1	-	1
Total supplier payables	5,561	4,300	5,546	4,293

Supplier payables are expected to be settled within 12 months:

Related entities	107	81	107	81
External entities	5,454	4,219	5,439	4,212
Total supplier payables	5,561	4,300	5,546	4,293

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

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000

Note 7B - Grants

Private sector: Individuals	24	31	20	21
Total grant payables	24	31	20	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 7C - Other Payables

Salaries and wages	712	1,004	712	1,004
Superannuation	114	94	114	94
Prepaid income / unearned income	196	179	196	176
Total other payables	1,022	1,277	1,022	1,274

All other payables are expected to be settled within the next 12 months.

Note 8: Provisions

Note 8 - Employee Provisions

Leave	11,001	11,195	11,001	11,195
Total employee provisions	11,001	11,195	11,001	11,195

Employee provisions are represented by:

No more than 12 months	8,997	9,092	8,997	9,092
More than 12 months	2,004	2,103	2,004	2,103
Total employee provisions	11,001	11,195	11,001	11,195

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 \$2,881,000 (2009-10: \$2,628,000).

	Consolidated		NLA	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000

Note 9: 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	6,224	4,136	5,750	3,741
Balance sheet	6,224	4,136	5,750	3,741
Difference	-	-	-	-

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

Net cost of services	(56,669)	(58,807)	(56,086)	(58,664)
Add revenue from Government	49,105	50,044	49,105	50,044
Adjustments for non-cash items				
Depreciation / amortisation	19,029	18,499	19,029	18,499
Loss/(Gain) on disposal of assets	(36)	34	24	34
Write-down from revaluation - plant and equipment	-	44	-	44
Resources received free of charge - goods	(2,369)	(2,865)	(2,369)	(2,865)
Notional expenditure	1,279	1,299	1,279	1,299
Changes in assets / liabilities				
(Increase) / decrease in net receivables	(255)	(494)	(1,611)	(455)
(Increase) / decrease in inventories	(182)	(271)	(149)	(281)
(Increase) / decrease in prepayments	(82)	247	(82)	247
Increase / (decrease) in employee provisions	(194)	1,183	(194)	1,183
Increase / (decrease) in supplier payables	1,261	(544)	1,253	(559)
Increase / (decrease) in prepayments received	17	(31)	20	(34)
Increase / (decrease) in grant payables	(7)	10	(1)	-
Increase / (decrease) in other payables	(272)	195	(272)	195
Net cash from / (used by) operating activities	10,625	8,543	9,946	8,687

Non-cash financing and investing activities

National Collection material received free of charge	1,263	1,699	1,263	1,699
Total Non-Cash Financing and Investing	1,263	1,699	1,263	1,699

Note 10: Contingent Liabilities and Assets

	Guarantees		Indemnities		Claims for damages or costs		TOTAL	
	2011	2010	2011	2010	2011	2010	2011	2010
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Contingent assets								
Balance from previous period	-	-	-	-	3	4	3	4
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Assets recognised	-	-	-	-	-	(1)	-	(1)
Expired	-	-	-	-	-	-	-	-
Total contingent assets	-	-	-	-	3	3	3	3
Contingent liabilities								
Balance from previous period	-	-	-	-	1,318	1,318	1,318	1,318
New	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-
Liabilities recognised	-	-	-	-	-	-	-	-
Obligations expired	-	-	-	-	-	-	-	-
Total contingent liabilities	-	-	-	-	1,318	1,318	1,318	1,318
Net contingent assets (liabilities)					(1,315)	(1,315)	(1,315)	(1,315)

Quantifiable Contingencies

The Schedule of Contingencies in the financial report shows a contingent asset of \$2,552 (2009-10: \$3,000) as at 30 June 2011 and this represents a recovery of an overpayment from a former member of staff.

As at 30 June 2011, 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 11: Remuneration of Council Members

2011 2010

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

less than \$150,000	12	13
Total number of Council members	12	13

Total remuneration received or due and receivable by the Council members of the Library **\$113,858** \$102,312

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

Note 12: Related Party Disclosures

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 Library with the Council member or an entity in which she/he has a substantial financial interest. The Library does not make any loans 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 13: Senior Executive Remuneration

Note 13A - Senior Executive Remuneration Expense for the Reporting Period

	Consolidated		NLA	
	2011	2010	2011	2010
	\$	\$	\$	\$
Short-term employee benefits:				
Salary	986,595	1,083,746	986,595	1,083,746
Annual leave accrued	84,007	111,670	84,007	111,670
Performance bonuses	54,008	153,435	54,008	153,435
Motor vehicle and other	220,999	221,442	220,999	221,442
Total short-term employee benefits	<u>1,345,609</u>	<u>1,570,293</u>	<u>1,345,609</u>	<u>1,570,293</u>
Post-employment benefits:				
Superannuation	192,996	210,433	192,996	210,433
Total post-employment benefits	<u>192,996</u>	<u>210,433</u>	<u>192,996</u>	<u>210,433</u>
Other long-term benefits				
Long-service leave	31,258	124,610	31,258	124,610
Total other long-term benefits	<u>31,258</u>	<u>124,610</u>	<u>31,258</u>	<u>124,610</u>
Termination benefits	-	-	-	-
Total	<u>1,569,863</u>	<u>1,905,336</u>	<u>1,569,863</u>	<u>1,905,336</u>

Notes:

- Note 13A was prepared on an accrual basis and therefore the performance bonus disclosed above differs from the cash 'Bonus paid' in Note 13B.
- Note 13A excludes acting arrangements and part-year service where remuneration expensed was less than \$150,000.

Note 13B – Average Annual Remuneration Packages and Bonus Paid for Substantive Senior Executives as at the end of the Reporting Period

Fixed Elements and Bonus Paid ¹	As at 30 June 2011				As at 30 June 2010			
	Senior Executives	Fixed elements			Senior Executives	Fixed elements		
		No.	Salary	Allowances		Total Bonus paid ²	No.	Salary
		\$	\$	\$		\$	\$	\$
Total remuneration								
Less than \$150,000	1	149,705	-	149,705	2	141,073	1,200	142,273
\$150,000 to \$179,999	5	171,557	-	171,557	5	150,639	1,200	151,839
\$210,000 to \$239,999	1	195,400	42,241	237,641	1	197,129	17,651	214,780
Total	7				8			

Notes

1. This table reports substantive senior executives and the Director-General who were employed at the end of the reporting period. Fixed elements were based on the employment agreement of each individual. Each row represents an average annualised figure (based on headcount) for the individuals in that remuneration package band (i.e. 'Total' column).
2. This represents average actual bonuses paid during the reporting period in that remuneration package band. The 'Bonus paid' was excluded from the 'Total' calculation for the purpose of determining the remuneration package bands. The 'Bonus paid' within a particular band may vary between financial years due to various factors such as individuals commencing with or leaving during the financial year.

Note 13B – Average Annual Remuneration Packages and Bonus Paid for Substantive Senior Executives as at the end of the Reporting Period (Continued)

Variable Elements

With the exception of bonuses, variable elements were not included in the 'Fixed Elements and Bonus Paid' in Table 13B. The following variable elements were available as part of a senior executives' remuneration package:

- (a) Bonuses
- The bonuses paid to senior executives in 2010-11 disclosed in Table 13 B are based on the performance rating of each individual against an assessment relating to their performance in respect of the agreed expectations for the 2009-10 financial year. The maximum bonus that a senior executive could receive was 25 per cent of his/her base salary. For performance assessment periods commencing from the 2010-11 financial year no senior executives are eligible for performance based pay.
- (b) On average senior executives were entitled to the following leave entitlements:
- Recreational leave: entitled to 20 days (2010: 20 days) each year worked;
 - Personal leave: entitled to 18 days (2010: 18 days) each year worked; and
 - Long service leave: in accordance with the *Long Service Leave (Commonwealth Employees) Act 1976*.
- (c) Senior executives were members of the following superannuation funds:
- Commonwealth Superannuation Scheme (CSS): this scheme is closed to new members and employer contributions averaged 18.1 per cent (2010: 20.3 per cent) including productivity component. More information on the CSS can be found at <http://www.css.gov.au/>;
 - Public Sector Superannuation Scheme (PSS): this scheme is closed to new members and employer contributions averaged 15.2 per cent (2010: 15.2 per cent) including productivity component. More information on the PSS can be found at <http://www.pss.gov.au/>; and
- (d) Senior executives are provided with access to a privately plated motor vehicle under the Library's Executive Vehicle Scheme, as part of their remuneration package.
- (e) Various salary sacrifice arrangements were available to senior executives including superannuation and expense payment benefits

Note 13C – Other Highly Paid Staff

During the reporting period there were no employees (2010: 0 employees) excluding senior executive staff and the Director-General whose salary plus performance bonus were \$150,000 or more. This was calculated by reference to gross payments line of the group certificate.

Consolidated		NLA	
2011	2010	2011	2010
\$'000	\$'000	\$'000	\$'000

Note 14: Remuneration of Auditors

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

The fair value of services provided was:

75	70	75	70
75	70	75	70

No other services were provided by the Auditor-General.

Note 15: Financial Instruments

Note 15A - Categories of Financial Instruments

Financial Assets

Loans and receivables:

Cash on hand or deposit	6,224	4,136	5,750	3,741
Receivables for goods and services	474	418	474	418
Interest receivable	966	753	828	650
Fixed Term Deposit with Bank	47,166	52,135	41,500	47,679
Accrued revenue	661	767	2,058	774
Total	55,491	58,209	50,610	53,262
Carrying amount of financial assets	55,491	58,209	50,610	53,262

Financial Liabilities

At amortised cost

Supplier payables	5,561	4,300	5,546	4,293
Grants payable	24	31	20	21
Total	5,585	4,331	5,566	4,314
Carrying amount of financial liabilities	5,585	4,331	5,566	4,314

Note 15B - Net Income and Expense from Financial Assets

Loans and receivables

Interest revenue	3,333	2,503	2,999	2,279
Net gain/(loss) loans and receivables	3,333	2,503	2,999	2,279
Net gain/(loss) from financial assets	3,333	2,503	2,999	2,279

Note 15D - Fair values of financial instruments

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

Financial assets

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

Financial liabilities

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

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

Note 15E - Credit risk

The Library is exposed to minimal credit risk as the majority of loans and receivables are cash. The maximum exposure to credit risk is the risk that arises from potential default of a debtor. This amount is equal to the total amount of trade receivables and accrued revenue (2010-11: \$1,135,000 and 2009-10: \$1,185,000). The Library has assessed the risk of default on payment and has allocated \$2,000 in 2010-11 (2009-10: \$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 quality of financial instruments (consolidated only) not past due or individually determined as impaired

	Not past due nor impaired 2011 \$'000	Not past due nor impaired 2010 \$'000	Past due or impaired 2011 \$'000	Past due or impaired 2010 \$'000
Cash on hand or deposit	6,224	4,136	-	-
Receivables for goods and services	11	191	463	310
Interest receivable	966	753	-	-
Fixed Term Deposit with Bank	47,166	52,135	-	-
Accrued revenue	661	767	-	-
Total	55,028	57,982	463	310

Ageing of financial assets that are past due but not impaired for 2011

	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	192	186	84	1	463
Total	192	186	84	1	463

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

Note 15F - 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 15G - Market risk

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

Note 16: Compensation and Debt Relief

The Library has not made (2009-10: 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 17: 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:

	2011 \$'000	2010 \$'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	443	383
Receipts during the year	86	46
Interest received	24	14
Available for payments	553	443
Payments made	(120)	-
Balance carried forward to next year	433	443
(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	2,633	2,717
Receipts during the year	1,419	150
Interest received	179	99
Available for payments	4,231	2,966
Payments made	(330)	(333)
Balance carried forward to next year	3,901	2,633
(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	27	22
Receipts during the year	1	6
Interest received	1	1
Available for payments	29	29
Payments made	(7)	(2)
Balance carried forward to next year	22	27

	2011	2010
	\$'000	\$'000

- (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	107	155
Receipts during the year	-	-
Interest received	6	3
Available for payments	113	158
Payments made	(35)	(51)
Balance carried forward to next year	78	107

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

Balance carried forward from previous year	110	110
Receipts during the year	1	1
Interest received	7	4
Available for payments	118	115
Payments made	-	(5)
Balance carried forward to next year	118	110

- (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	237	273
Receipts during the year	50	62
Interest received	10	7
Available for payments	297	342
Payments made	(66)	(105)
Balance carried forward to next year	231	237

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

- (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	210	213
Receipts during the year	1	-
Interest received	11	8
Available for payments	222	221
Payments made	(22)	(11)
Balance carried forward to next year	200	210

2011 2010
\$'000 \$'000

- (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	1,068		1,108
Receipts during the year	27		49
Interest received	61		41
Available for payments	1,156		1,198
Payments made	(15)		(130)
Balance carried forward to next year	1,141		1,068

Note 18: 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 18A - Net Cost of Outcome Delivery (Consolidated)

	Outcome 1		Total	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
Expenses	71,982	73,122	71,982	73,122
Income from non-government sector				
Activities subject to cost recovery	7,313	7,283	7,313	7,283
Other	6,973	6,002	6,973	6,002
Total	14,286	13,285	14,286	13,285
Other own-source income	1,027	1,030	1,027	1,030
Net cost/(contribution) of outcome delivery	56,669	58,807	56,669	58,807

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

Consolidated		NIA	
2011	2010	2011	2010
\$'000	\$'000	\$'000	\$'000

Note 19: Comprehensive Income Attributable to the Library

Total Comprehensive income attributable to the entity				
Total comprehensive income ⁽¹⁾	(4,179)	(1,916)	(3,596)	(1,773)
Plus: non-appropriated expenses				
Depreciation and amortisation expenses	<u>11,936</u>	<u>11,842</u>	<u>11,936</u>	<u>11,842</u>
Total comprehensive income attributable to the entity	<u>7,757</u>	<u>9,926</u>	<u>8,340</u>	<u>10,069</u>

⁽¹⁾ As per the Statement of Comprehensive Income.



Kunichika Toyohara (1835–1900)

Yanone Hachiro: Ichikawa Danjuro (detail) 1882
woodblock print on hōsho paper; 35.0 x 24.0 cm

Asian Collection, nla.pic-vn5150728

New acquisition



5

APPENDICES



[Kabuki actors banzuke] 1875
 woodblock print on hōsho paper; 26.0 x 38.0 cm
 Asian Collection, nla.pic-vn5299505
 New acquisition

APPENDIX A

COUNCIL OF THE NATIONAL LIBRARY OF AUSTRALIA AND ITS COMMITTEES

Council

Chair



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

Non-executive member, New South Wales

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

Attended five of six meetings

Deputy Chair



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

Non-executive member, Queensland

Chair, Council for the Order of Australia

Chair, Australian Learning and Teaching Council

Chair, Board of Trustees, Queensland Art Gallery

Chair, Martin Institute

Chair, Queensland Institute for Medical Research

Reappointed on 15 May 2011 for a third three-year term until 14 May 2014

Appointed Deputy Chair on 5 February 2010

Attended six of six meetings

Members



The Hon Dick Adams MP

Non-executive member, Tasmania

Federal Member for Lyons

Elected by the House of Representatives on 13 May 2011 for a three-year term until 12 May 2014

Attended one of one eligible meeting



Ms Jane Hemstrich BSc (Hons) (London), FCA, FAICD

Non-executive member, Victoria

Non-executive Director, Victorian Opera

Non-executive Director, Santos Ltd

Non-executive Director, Tabcorp Holdings Ltd

Non-executive Director, Commonwealth Bank of Australia

Non-executive Director and Deputy Chairman, The Global Foundation

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

Attended five of six meetings



Ms Mary Kostakidis BA, Dip Ed (Sydney)

Non-executive member, New South Wales
Member, Sydney Peace Foundation Advisory Panel
Board member, Sydney Theatre Company (NSW Cultural Management)
Board member, ResMed Foundation
Appointed on 12 November 2009 for a three-year term until
11 November 2012
Attended five of six meetings



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

Non-executive member, Australian Capital Territory
Chief Executive Officer designate, National Mental Health Commission
Board member, Clinical Excellence Commission
Board member, Agency for Clinical Innovation
Co-Chair, Reforming States Group (USA)
Appointed on 9 July 2009 for a three-year term until 8 July 2012
Resigned from the Council on 22 September 2010
Attended one of one eligible meeting



Mr Brian Long FCA

Non-executive member, New South Wales
Chairman, Network Ten Holdings Ltd
Non-executive Director, Commonwealth Bank of Australia
Chairman, Audit Committee and Member of the Council of the
University of NSW
Chairman, United Way Sydney
Director, Cantarella Brothers Pty Ltd
Reappointed on 12 November 2009 for a third three-year term until
11 November 2012
Attended four of six meetings



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

Non-executive member, New South Wales
Member, University of Sydney Senate
President (NSW) and Board member of the Australian Institute of
Company Directors
Member, Corporate Governance Committee, Australian Institute of
Company Directors
Member, Evans and Partners Advisory Board
Chairman, Origin Energy Limited
Chairman, Macquarie Group Limited and Macquarie Bank Limited
Director, BlueScope Steel Limited
Reappointed on 15 December 2008 for a second three-year term until
14 December 2011
Attended four of six meetings



Mr Daryl Melham MP, BEc, LLB (Sydney)

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



Dr Nonja Peters BA, PhD (WA)

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
Appointed on 20 May 2010 for a three-year term until 19 May 2013
Attended five of six meetings



Ms Deborah Thomas Dip Fine Art (Monash)

Non-executive member, New South Wales
Director, Media, Public Affairs and Brand Development, ACP Magazines Pty Ltd
Board member, National Breast and Ovarian Cancer Centre
Board member, Surf Life Saving Foundation
Patron, Taronga Conservation Society Australia
Reappointed on 12 November 2009 for a second three-year term until 11 November 2012
Attended six of six meetings



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

Non-executive member, Queensland
Senator for Queensland
Elected by the Senate on 13 June 2010 for a three-year term until 12 June 2013
Senator Trood's Senate term ended on 30 June 2011
Attended five of six meetings



Ms Anne-Marie Schwirtlich, BA (Hons) (Macquarie), Dip Information Management (NSW)

Director-General and executive officer, Australian Capital Territory
Appointed on 9 February 2011 and commenced on 11 March 2011 for a five-year term until 8 February 2016
Attended two of two eligible meetings



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

Director-General and executive officer,
Australian Capital Territory

Reappointed on 9 August 2007 for a five-year term until 8 August 2012

Resigned from the Library on 9 November 2010

Attended one of two eligible meetings



Dr Warwick Cathro BSc (Hons), Grad Dip Lib (NSW), PhD (Sydney)

Acting Director-General and executive officer from

22 September 2010 until 10 March 2011, Australian Capital Territory

Attended three of three eligible meetings

Meetings

Council met on:

6 August 2010

1 October 2010

3 December 2010

4 February 2011

1 April 2011

3 June 2011.

Audit Committee

Chair

Mr Brian Long

Non-executive member of Council

Appointed to the Committee 6 June 2003

Reappointed as Chair and member of the Committee 5 February 2010

Attended three of three meetings

Members

Professor John Hay AC

Deputy Chair of Council

Appointed to the Committee 5 June 2009

and reappointed 5 February 2010

Attended three of three meetings

Ms Deborah Thomas

Non-executive member of Council

Appointed to the Committee 5 February 2010

Attended three of three meetings

Meetings attended by other council members

The Hon James Spigelman AC

Chair of Council

Attended one of three meetings

Ms Anne-Marie Schwirtlich

Director-General and executive member of Council

Attended one of one meeting

Ms Jan Fullerton AO

Director-General and executive member of Council

Attended one of one meeting

Dr Warwick Cathro

Acting Director-General and executive member of Council

Attended one of one meeting

Terms of reference

The Audit Committee's terms of reference are to:

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

Meetings

The Audit Committee met on:

6 August 2010

3 December 2010

31 March 2011.

Corporate Governance Committee

Chair

Professor John Hay AC

Deputy Chair of Council

Attended one of one meeting

Members

The Hon James Spigelman AC

Chair of Council

Attended one of one meeting

Mr Brian Long

Chair of Audit Committee

Attended none of one meeting

Ms Deborah Thomas

Non-executive member of Council

Attended one of one meeting

Terms of reference

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

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

Corporate Governance Committee meetings

The Corporate Governance Committee met on 4 February 2011.

APPENDIX B

The National Library of Australia Development Council

Chair

Mr Kevin McCann AM

National Library of Australia Council

Members

Ms Jasmine Cameron

National Library of Australia

Dr Warwick Cathro

(December 2010 to February 2011)

National Library of Australia

Ms Jan Fullerton AO

(until November 2010)

National Library of Australia

Ms Helen Kon

(until May 2011)

National Library of Australia

Ms Doreen Mellor

National Library of Australia

Ms Anne-Marie Schwirtlich

(from March 2011)

National Library of Australia

Ms Deborah Thomas

National Library of Australia Council

The Lady Ebury

Ms Lorraine Elliott

Ms Helen James

Ms Julia King

Ms Janet McDonald AO

Secretariat

Development Office

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
- the acquisition of high-value heritage materials and other collection items
- the preservation of collection items.

The Development Council will:

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

APPENDIX C

National Library of Australia committees

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

Libraries Australia Advisory Committee

Chair

Ms Anne Horn

Deakin University

Members

Ms Liz Burke

Murdoch University

Mr Vic Elliott

(until April 2011)

Australian National University

Ms Pamela Gatenby

National Library of Australia

Ms Karen Hansen

(until October 2010)

Department of Families, Housing,
Community Services and Indigenous Affairs

Ms Noelle Nelson

State Library of New South Wales

Ms Ann Ritchie

Australian Library Journal

Ms Rosa Serratore

(from November 2010)

National Meteorological Library

Mr Geoff Stempel

Public Library Services (South Australia)

Ms Monika Szunejko

State Library of Western Australia

Mr Chris Taylor

University of Queensland

Mr Andrew Wells

(from May 2011)

University of New South Wales

Secretariat

Resource Sharing and Innovation Division

National Library of Australia

Terms of reference

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

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 AM, 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

Department of the Prime Minister
and Cabinet

Ms Helen Walker

(from May 2011)

National Archives of Australia

Mr Adrian Cunningham

National Archives of Australia

(until April 2011)

Ms Helen Kon

National Museum of Australia

(from May 2011)

National Library of Australia

(until April 2011)

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

APPENDIX D

Freedom of information statement

In 2010–11, the Library received one formal request under the Commonwealth FOI Act for access to documents.

Freedom of information procedures and initial contacts

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

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

FOI Coordination is available from Monday to Friday by telephone on (02) 6262 1798 or by fax on (02) 6257 1703. The Library will provide copies of documents, or make arrangements for the examination of documents, if access is approved. The Library may impose a charge for access to documents as permitted under the legislation.

If an applicant is dissatisfied with a decision made under the FOI Act the applicant may apply to the Director-General for an internal review.

Decision-making powers

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

Participation in the formulation of policy

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

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

Categories of documents held

Library documents that are 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 general publications produced by the Library is available for purchase by the public. Brochures describing Library services are available free of charge. Among other documents that are held by the Library are minutes, reports and submissions associated with internal and external committees, general correspondence relating to the activities and functions of the organisation, and administrative documents such as management, staffing, finance and personnel records. Many of these publications are available on the Library's website.

Access to archival records

Under the *Archives Act 1983* members of the public may apply to the National Archives of Australia for access to records in the open access period provided that the record is not exempt. The open access period and exempt records are defined within the Act. As a general guide the open access period ranges from 31 years after the creation year for records created before 1980 to 21 years after the creation year for records created after 2000. 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.

Information Publication Scheme

From 1 May 2011, agencies subject to the FOI Act are required to publish information to the public as part of the Information Publication Scheme (IPS). This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report. An agency plan showing what information is published is being developed in accordance with the IPS requirements and will be accessible from the Library's website.

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 Statement
- *Public Service Act 1999*

Strategic and operational

- Directions for 2009–11
- Balanced Scorecard
- Information Technology Strategic Plan (2010–13)
- Risk Management Register (2011)
- Heritage Strategy (2008)
- Building Long Term Strategic Management Plan (2009)
- Business Continuity Framework (2011)
- Strategic Workforce Plan (2009–11)
- Social Media Policy (2010–12)

Collection

- Collection Development Policy (2008)

Cataloguing

- Cataloguing Authority Control Policy (2011)
- Cataloguing Policy (2011)

Electronic resources

- Acceptable Use of Information and Communications Technology Policy (2011)
- Collection Digitisation Policy (2009)

Preservation

- Collection Disaster Plan (2007)
- Digital Preservation Policy (2008)
- Policy on Participation in Cooperative Microfilming Projects with Other Institutions (2010)
- Policy on Preservation Copying of Collection Materials (2007)
- Preservation Policy (2009)

Service Charter

- Service Charter (2011)
- Policy on Handling Complaints and Other User Feedback (2011)

Reader services

- Information and Research Services Policy (2011)
- Code of Conduct for Readers and Visitors (2011)
- Information and Research Services Policy (2011)

Corporate services

- *National Library of Australia Collective Agreement 2010–11*
- Fraud Control Plan (2010–11)
- Protective Security Policy and Procedures (2006)
- Disability Framework (2011)
- User Charging Policy (2011)
- Environmental Management System (2011)

Public programs

- Events and Education Policy (2010)
- Exhibitions Policy (2007)
- Exhibitions Loans Policy (2011)
- Policy on Sponsorship and Fundraising (2006)
- Publications Policy (2008)
- Travelling Exhibitions Policy (2007)
- Volunteer Program Policy (2009)

APPENDIX F

Consultancy services

The following table shows new consultancy services with an individual value of \$10,000 or more that were let in 2010–11, the nature of the consultancy, its value or estimated value, the selection process and justification of the decision to use the consultancy.

Table F.1 Consultancy services engaged, 2010–11

Consultant	Purpose	Contract price (\$)	Selection process	Justification (see note)
Blake Dawson	General legal advice	73,585	Open tender	B
Clayton Utz	General legal advice	30,741	Open tender	B
Cunningham Martyn Design Pty Ltd	Design and documentation services for redevelopment of the Main Reading Room	72,600	Direct sourcing	B
Defire	Preparation of a fire services upgrade report	31,152	Select tender	B
DLA Phillips Fox	Legal advice associated with Forgotten Australians oral history project	10,944	Open tender	B
GHD	Assessment of the marble façade of the Library building	21,912	Open tender	B
GHD	Update of the flood risk report for the Library's main building	14,630	Open tender	B
Jakeman Business Solutions Pty Ltd	Undertake security assessment of Library positions	12,936	Select tender	A
John Skurr Consulting Engineering	Structural documentation for the pressurisation of fire stairs	19,800	Direct sourcing	B
Karen Williams Marketing	Development of advertising and marketing campaigns for the promotion of Library publications	16,000	Direct sourcing	A
Matthew Harrington Consulting Engineers	Compilation of a property data report	10,186	Direct sourcing	B
Minter Ellison	General legal advice	12,363	Open tender	B
Oxide Interactive	Software enhancements to improve <i>Trove</i> people records	24,288	Direct sourcing	A&B

Consultant	Purpose	Contract price (\$)	Selection process	Justification (see note)
Oxide Interactive	<i>Libraries Australia</i> website redesign	14,300	Direct sourcing	A&B
PreviousNext Pty Ltd	Installation enhancement for a new content management system for the Library's web pages	28,600	Select tender	B
Pricewaterhouse Coopers	Internal audit services (for a three-year contract)	240,000	Select tender	B
Rudds Consulting	Provision of air balancing advice and documentation	54,780	Direct sourcing	B
Sara Joynes	Research undertaken on the acquisition of Australian collection material	25,217	Direct sourcing	B
Viridis E3 Pty Ltd	Undertake energy audit and sustainability assessment	33,000	Select tender	B
Vision Australia	Undertake accessibility testing of the <i>Trove</i> website	29,920	Direct sourcing	B
Wingrove Design & XXVI	Provision of a brand strategy	48,950	Select tender	B
Total		825,904		

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.

Values are GST inclusive.

APPENDIX G

Staffing overview

With the exception of the Director-General, all Library staff are employed under the Commonwealth *Public Service Act 1999*. Conditions of employment for staff below the senior executive service level are contained in the *National Library of Australia Enterprise Agreement 2010–2011*. Some staff received enhanced benefits through *Public Service Act 1999* Section 24(1) determinations.

At 30 June 2011, the Library had 408 full-time and part-time ongoing staff, 38 full-time and part-time non-ongoing staff and 15 casual staff. Refer to Table G.1 for more details.

Staff distribution

Table G.1 Staff distribution by division, 30 June 2011

Division	Ongoing		Non-ongoing			Total 2011	Total 2010
	Full time	Part time	Full time	Part time	Casual		
Collections Management	124	28	4	5	11	172	188
Australian Collections and Reader Services	86	19	10	7	0	122	134
Resource Sharing and Innovation	31	2	0	0	0	33	34
Information Technology	34	4	1	0	3	42	46
Executive and Public Programs	38	8	4	1	1	52	56
Corporate Services	32	2	5	1	0	40	41
Total	345	63	24	14	15	461	499

Staff classification

Please note this table in the printed Annual Report contained an error—the data for Graduates and APS 2 was transposed. The data in this version is correct.

Table G.2 Ongoing and non-ongoing full-time and part-time staff by classification and gender, 30 June 2011

Classification	Ongoing				Non-ongoing						Total 2011		Total 2010	
	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	0	0	0	0	1	0	0	0	0	0	1	0	1
SES Band 1	2	4	0	0	0	0	0	0	0	0	2	4	3	4
EL 2	13	14	0	0	0	0	0	0	0	0	13	14	14	18
EL 1	30	35	3	4	0	0	0	0	0	0	33	39	30	38
APS 6	18	44	1	12	0	1	0	0	0	0	19	57	25	58
APS 5	18	31	1	15	0	4	1	1	0	0	20	51	23	56
APS 4	15	44	0	15	0	3	0	1	2	0	17	63	17	62
APS 3	15	46	0	7	1	4	0	0	0	0	16	57	19	67
APS 2	2	12	0	5	5	4	2	9	3	10	12	40	19	41
Graduate	0	2	0	0	0	0	0	0	0	0	0	2	0	3
APS 1	0	0	0	0	1	0	0	0	0	0	1	0	1	0
Total	113	232	5	58	7	17	3	11	5	10	133	328	151	348
Grand total	345		63		24		14		15		461		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

Ms Jan Fullerton AO, FAHA retired as Director-General on 9 November 2010. Ms Anne-Marie Schwirtlich was subsequently appointed as Director-General and commenced formal duty at the Library on 11 March 2011.

Ms Helen Kon, Assistant Director-General Communications, Marketing and Community Programs, transferred to the National Museum of Australia on 23 May 2011.

Dr Warwick Cathro, Assistant Director-General Resource Sharing and Innovation, commenced leave on 14 June 2011 pending retirement.

Equal employment opportunity

Please note this table in the printed Annual Report contained an error—the data for Graduates and APS 2 was transposed. The data in this version is correct.

Table G.3 Staff by equal employment opportunity group and Australian Public Service classification, 30 June 2011

Classification	Male	Female	Total	Indigenous peoples	People with disabilities	Culturally and linguistically diverse background
Statutory office holder	0	1	1	0	0	1
SES Band 1	2	4	6	0	0	0
EL 2	13	14	27	1	1	3
EL 1	33	39	72	0	0	15
APS 6	19	57	76	1	2	11
APS 5	20	51	71	0	0	17
APS 4	17	63	80	0	0	22
APS 3	16	57	73	1	5	24
APS 2	12	40	52	0	0	18
Graduate	0	2	2	0	0	0
APS 1	1	0	1	0	0	1
Total	133	328	461	3	8	112

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

Staff training

The Library develops an annual Staff Training Plan. The plan is developed through consultation with all areas of the Library and includes priorities that have been 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, workshops 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, writing, strategic planning and the Library's induction program. The Library continues to use an e-learning induction activity for new staff. The module complements the existing face-to-face program and strengthens important messages about the Library and the APS Values.

OHS training provided staff with skills in manual handling and general OHS 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.

The total training and development expenditure, excluding staff time, was \$399,222. The number of training days undertaken by staff is set out in Table G.4.

The total training and development expenditure, excluding staff time, was \$399,222. The number of training days undertaken by staff is set out in Table G.4.

Table G.4 Training days, 2010–11

Classification	Male	Female	Total
SES	12	3	15
EL 1–2	74	144	218
APS 5–6	122	353	475
APS 1–4	94	482	576
Total	302	982	1,284

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 2010–11. Their generosity is gratefully acknowledged.

Substantial collection material donations

Individuals

Professor Dennis Altman AM
Professor Emeritus Bruce Bennett AO
Dr Kate Challis
Miss Ellestan Joyce Dusting OBE(C)
Dr Jamie Kassler
Dr Michael Kassler
Mr William H. Marshall
Mr Harry M. Miller
Mr Alan Moir
Dr Ann Moyal AM
Estate of Mr James Murdoch
Mr Edward O'Neill
Dr Barrie Pittock

Mr Geoffrey Pryor
Ms Dianne Romney
Mr John Spooner
Professor Hugh Stretton AM
Ms Jane Sullivan
Ms Florence Walker
Mr Ian Wilson

Corporate bodies

Australian Greens
Woodside Valley Foundation

Foreign governments or government bodies

Embassy of the People's Republic of China

Grants and sponsorships

Grants

Department of the Prime Minister
and Cabinet Office for the Arts
Gordon Darling Foundation
National Archives of Australia
National Film and Sound Archive
National Museum of Australia

Sponsorships

Copyright Agency Limited
The Brassey of Canberra*
B2B Canberra's Business and
Government Magazine*
Sponsors who supplied goods and/or services
to the Library in 2010–11 are indicated by an
asterisk (*).

Substantial financial donations and bequests

Bequests

Estate of Dr H.C. (Nugget) Coombs
Estate of Ms Alison Euphemia Grant Lipp
Estate of Ms Maxine Poynton Baker
Estate of Mr Harold S. Williams
Donation in her memory by friends of
Barbara Goodhew

Support a Book program

Dr Diana Carroll
Griffith 8 Book Club

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 Scholarship)
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)
Collective donations to the Trailblazing
Women Lawyers Project
Collective donations to the Digitise
'The Dawn' Project
Mr James A. Ferguson (John Alexander
Ferguson biography)
Origin Foundation (*Handwritten: Ten
Centuries of Manuscript Treasures from
Staatsbibliothek zu Berlin*)
Macquarie Group Foundation (*Handwritten:
Ten Centuries of Manuscript Treasures from
Staatsbibliothek zu Berlin*)
Mr Kevin McCann AM (*Handwritten: Ten
Centuries of Manuscript Treasures from
Staatsbibliothek zu Berlin*)

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 generosity of many individuals and organisations at all levels of giving and support has made possible the development of a new permanent exhibition space within the Library. The Treasures Gallery, opening in October 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 Edward Koiki Mabo.

Treasures Gallery support levels are:

- Principal Treasures Gallery Partners—\$1 million and above
- Platinum Treasures Gallery Partners—\$250,000 and above
- Gold Treasures Gallery Partners—\$100,000 and above
- Silver Treasures Gallery Partners—\$50,000 and above
- Bronze Treasures Gallery Partners—\$25,000 and above
- Opal Treasures Gallery Partners—\$10,000 and above
- Jade Treasures Gallery Partners—\$5,000 and above
- Amber Treasures Gallery Partners—up to \$5,000.

The individuals and organisations listed in this appendix have collectively contributed more than \$3 million to the Treasures Gallery Appeal since it commenced in 2001. 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*

Dr James Bettison and Ms Helen James

Professor Henry Ergas

Harold Mitchell Foundation

Macquarie Group Foundation

Mr Kevin McCann AM

Thyne Reid Foundation

Silver Treasures Gallery Partner

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. and J. Ryan Foundation

Mr Philip Flood AO and Mrs Darole Flood
GHD Pty Ltd*

Dr Kenneth Moss AM and Mrs Glenn Moss

Jade Treasures Gallery Partners

Ms Cynthia Anderson

Dr Desmond Bright and Dr Ruth Bright AM

Mr Michael Heard and Mrs Mary Heard

Mr Robert Hill-Ling AO and Mrs Rosemary
Hill-Ling OAM

Mrs Claudia Hyles

Mr Baillieu Myer AC and Mrs Sarah Myer

Miss Kay Rodda

Mrs Mary Louise Simpson

Mr John Uhrig AC and Mrs Shirley Uhrig

One supporter donated anonymously at
this level.

Amber Treasures Gallery Partners

Mr Karl Alderson
Dr Marion Amies
Mr Shane Baker and Ms Linda Pearson
Ms Lucy Bantermalis
Mr and Mrs R.N. Barnett
Dr Pamela Bell OAM
Mrs Jessie Bennett
Mrs Maree Bentley and Mr Geoffrey Bentley
Ms Wendy Bertony
Ms Baiba Berzins
Mr Udai N. Bhati
Mrs Phoebe Bischoff OAM
Mrs Rita M. Bishop
Blake Dawson Waldron
Mr Kevin J. Blank
Mr Warwick Bradney
Mrs Mary Brennan
Sir Ron Brierley
Mr John H. Brook
Ms Megan Brown
Dr Robert Brown
Dr Thomas Brown AM
Dr Geoffrey A. Burkhardt
Ms Sheila Byard
Mr Graeme Camage and Mrs Elaine Camage
Mr Clyde Cameron AO
Mrs Jennie Cameron
Dr John J. Carmody
Ms Jennifer Carrington
Dr Diana Carroll
Dr Patricia Clarke OAM, FAHA
Mr G. Colson
Dr Veronica Condon
Ms Barbara Connell
Dr Russell Cope PSM
Professor James Cotton
CRA International
Mr Brian R. Crisp
Ms Debra Cunningham
Mr Brian Davidson
Dr Mary Dickenson
Mr Norman Dickins
Ms Rita Dodson
Ms Naomi Doessel
Ms Chris Dormer
Ms Melanie Drake
Mr Ian Dudgeon and Mrs Kay Stoquart
Mr Peter Duffy
Ms Jeanette Dunkley
Ms Kristen Durran
Ms Ennis Easton
Mr Greg Ellway
Mrs Pauline Fanning ISO, MBE
Professor Frank Fenner AC, CMG, MBE
Mrs Shirley Fisher
Mr Anthony Francombe and Mrs Roma Francombe
Dr Donald Gibson
Mr Ross Gibson and Mrs Rellie Gibson
Ms Margot Girle
Ms Sylvia Glanville
Ms Erica Gray
Ms Sue Gray
Mr Jacob Grossbard
Ms K.E. Halfpenny
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
Ms Katharine P. Hunter
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
Mrs Eveline K. Milne
Mrs Mary Mitchell
Ms G. Morrison
Mr Claude Neumann
Ms Michelle Nichols
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. de B. Persse
In memory of Mr Noel Potter
Lady Joyce 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
Mrs Pamela Robinson
Professor Alan Robson AM
Mr Alan Rose AO and Mrs Helen Rose
Ms Jane Sandilands
Ms Jude Savage
Mr Graham Scully

Mrs Florine Simon
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
Mrs Helen Todd
Mr Tony Triado
Mrs Geraldine Triffitt
Ms Lisa Turner
Mr J. Visione
Mr Brian Wall and Mrs Margaret Wall
Dr John O. Ward
Ms Kylie Waring and Mr Tim Dyke
Ms Lucille Warth
Mr Sam Weiss and Mrs Judy Weiss
Ms Eve White
Mr Richard White
Professor Robin Woods AM
Words Discussion Group

Four supporters donated anonymously at this level.

Many other individual 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 the Library's 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 2010–11 and Patrons who have given to 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

Two supporters have donated anonymously
at this level.

Patrons

Dr Marion Amies
Arkajon Communications Pty Ltd
Mrs Jennifer Batrouney SC
Mrs Phoebe Bischoff OAM
Mrs Josephine Calaby
Mr Victor Crittenden OAM
The Lady Ebury
Mr Andrew Freeman
Ms Jan Fullerton AO
Ms Jane Hemstritch
Mrs Claudia Hyles
Ms Anna Katzmann
Dr Terry Kirk and Professor 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

Dr Melissa A. Perry QC

Mrs Pamela Pickering

Professor Alan Robson AM

Ms Kay Rodda

Ms Chris Ronalds AM, SC

Rotru Investments Pty Limited for

Mrs Eve Mahlab AO

Mr William Thorn and Mrs Angela Thorn

Mr John Ulm and Mrs Valda Ulm

Ms Laura Wells

Four supporters have donated anonymously
at this level.

Donors

Mr Quentin Anthony
Mrs Ninette Boothroyd
Mrs Mary Brennan
Dr Doreen Bridges AM
Mr William Brown
Dr Miles Burgess and Mrs Ann Burgess
Mr David Burke OAM
Ms Jennifer Carrington
Mrs Salli Chmura
Dr Patricia Clarke OAM, FAHA
Mr Brian Crisp
Mrs Robyn Dean
Mr Norman Dickins
Mr Malcolm Downing
Mr Allan Dudley
Mrs June D. Foster
Mr Brian Fulton-Kennedy
Ms Jennifer Gleeson
Ms Christine Goode PSM
Mrs Joyce Gow
Mrs Isobel Hamilton
Mr Eric Harley
Mr Stephen Holt
Mrs Joan M. Hooper
Dr Anthea Hyslop
Dr J. Vaughan Johnson
Mr Arnold Johnston and Mrs Ailsa Johnston
Mrs Eunice Jukes
Mrs Lily Kahan
Mr David Kennemore
Ms Anne Latreille
Mr Paul Legge-Wilkinson and
Mrs Beryl Legge-Wilkinson
Professor Susan Magarey AM
Mr Stephen Mally
Mr John Malone

Mrs Margaret J. Mashford
Dr Thomas Mautner
Mayne-Wilson and Associates
Dr Michael McKernan
Ms Jennifer McVeigh
Mr Peter Mecham
Mr Geoffrey Meldrum
Mr John Myrtle and Mrs Bronwyn Myrtle
Mr Claude Neumann
Mr Robert O'Connor QC
Mr Terence O'Neill
Mrs Shirley O'Reilly
Mrs Janette Owen
Mr Angus Paltridge
Mr J.W. de B. Persse
Professor John Ramsland OAM, FACE and
Dr Marie Ramsland
Mr Leslie Roberts
Dr Kris Sae Lee
Mrs Denise Scanlon
Ms Mary Scholes
Ms Mary Sheen
Mr David Sparrow
Mr Peter Spyropoulos
Mrs Gay Stuart and Mr Charles Stuart
Ms Anna Sura
Mrs Margaret Taylor and Mr Linden Taylor
Mrs Muriel Taylor
Mrs Doris Thompson
Mrs Helen Todd
Mr Dave Tunbridge
Ms Jan Twomey
Ms Jill Waterhouse
Ms Margaret Watts
Ms Camilla Webster
Mr Dan Young

Twenty-one supporters have donated anonymously at this level.



Thomas John Dorville Taylor (c.1817–1889)
Squatters Attack on an Aboriginal Camp, One Tree Hill, Queensland 1843
pencil drawing; 10.5 x 29.2 cm
Pictures Collection, nla.pic-vn4970952
New acquisition



6

GLOSSARY AND INDEXES



Thomas John Domville Taylor (c.1817–1889)
First Camp at Tummalville, Darling Downs, Queensland 1844
pencil drawing; 16.5 x 12.3 cm
Pictures Collection, nla.pic-vn4970965
New acquisition

Glossary

Balanced Scorecard	A strategic management tool
effectiveness	The extent to which actual outcomes are achieved, against the outcomes planned, via relevant outputs or administered expenses
gigabyte	1,000 megabytes of data storage capacity
<i>Libraries Australia</i>	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
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 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
<i>PANDORA: Australia's Web Archive</i>	A web archive established by the Library in 1996. 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
quality	Relates to the characteristics by which customers or stakeholders judge an organisation, product or service
reference service	Services provided by the Library that assist users to understand and navigate the information environment to pursue independent self-directed research
<i>Reimagining Libraries</i>	An initiative of National and State Libraries Australasia, in which the Library is working with the 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
<i>Trove</i>	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

ADT	Australasian Digital Theses
AGIMO	Australian Government Information Management Office
ANPlan	Australian Newspaper Plan
APS	Australian Public Service
CAC Act	<i>Commonwealth Authorities and Companies Act 1997</i>
DLIR	Digital Library Infrastructure Replacement
EA	Enterprise Agreement
EAP	Environmental Action Plan
EL	executive level
EMS	Environmental Management System
ERA	Electronic Resources Australia
FaHCSIA	Department of Families, Housing, Community Services and Indigenous Affairs
FOI Act	<i>Freedom of Information Act 1982</i>
GST	good and services tax
HSMAs	Health and Safety Management Arrangements
IT	information technology
NSLA	National and State Libraries Australasia
OCLC	Online Computer Library Center
OHS	Occupational Health and Safety
PADI	Preserving Access to Digital Information
PANDORA	Preserving and Accessing Networked Documentary Resources of Australia
RDA	Resource Description and Access
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.

Requirement	Page
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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 8 July 2011 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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