

# National Library of Australia

Annual Report 2006–2007

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National Library of Australia

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Cover images (clockwise from top right):  
Damian McDonald  
Hospitality in the Library foyer (detail) 2004

Loui Seselja (b.1948)  
Exterior of the Library seen from Commonwealth Place (detail) 2004

Leonard French (b.1928)  
*Stained-glass Window* (detail) 1967  
Belgian and French chunk glass

Loui Seselja (b.1948)  
The Library repository at Hume (detail) 2004

Damian McDonald  
Tom Bass' Library lintel sculpture (detail) 1968

Gunther Glesti  
The Library podium looking west towards Black Mountain (detail) 2007

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Senator the Hon. George Brandis SC  
Minister for the Arts and Sport  
Parliament House  
CANBERRA ACT 2600

Dear Minister

The Council of the National Library of Australia has pleasure in submitting to you, for presentation to each House of Parliament, its forty-seventh annual report covering the period 1 July 2006 to 30 June 2007.

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 on Operations) Orders 2005*.

The report has been prepared in conformity with the requirements set out under Clause 1 of Schedule 1 of the *Commonwealth Authorities and Companies Act 1997* and with selected regard to the *Requirements for Departmental and 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*, June 2007.

We commend the Library's achievements to you.

Sir James Gobbo AC CVO  
Chairman of Council

Jan Fullerton AO  
Director-General



NATIONAL LIBRARY OF AUSTRALIA COUNCIL

Front row, left to right: Mr Fergus Ryan (Deputy Chairman), Ms Jan Fullerton AO (Director-General), Sir James Gobbo AC CVO (Chairman), Ms Janet McDonald AO

Back row, left to right: Mr Brian Long, Professor John Hay AC, Senator Russell Trood, Mr Martin Ferguson AM MP, Mr Kevin McCann AM

Inset: Ms Deborah Thomas, Mr Geoffrey Lewis







## Chairman's Report



The year 2006–2007 was an eventful one for the National Library of Australia, with significant advancements made in the digitisation of our collections and in ensuring the Library remains an attractive and enjoyable destination for visitors.

An important event for the Library in 2006–2007 was the commencement of the Australian Newspaper Digitisation Project. This project will digitise every page of one major newspaper from each state and territory for the out-of-copyright period up to 1954. This will eventually result in approximately 3.5 million pages of significant historic newsprint being made freely available to anyone with internet access.

During the reporting period the Library also continued to actively pursue its digitisation program, and to date over 117 000 collection items have been made available for viewing via the Library's website. In 2007, a new Digital Collections website was launched to provide an easy way for users to explore online the Library's collections of maps, pictures, manuscripts, oral histories, music and published materials.

These activities provide enormous benefits to the Australian community and support research and scholarship across a broad spectrum of disciplines. However, they also require substantial resources to develop and implement. To this end, the Council and Library staff have spent much time considering how these digitisation activities can be undertaken in the most effective and efficient manner, and will continue to work towards finding new ways of supporting projects that make the Library's collections readily visible and accessible.

While the Library will continue to focus on converting the collection material to digital formats and exploring new technologies to make its resources available online, the physical collections and the Library as a tangible experience remain the foundation for all its activities. Despite the ever-increasing use of the Library's online resources, people

continue to visit the Library to access collection material in reading rooms, visit exhibitions or attend events and educational programs. They are drawn by the strength of the Library's collections and activities, the expertise and approachability of our staff, and the unique beauty of the Library building and its setting on the shores of Lake Burley Griffin.

The Council and Library management are committed to preserving this experience for visitors. The Council has consulted closely with the National Capital Authority over planned redevelopments to the Library forecourt. In addition, major building works—supported by the Australian Government—to refurbish the Library podium (the paved outdoor area on the ground floor) has commenced. This will ensure the Library building continues to preserve our valuable collections.

A planned Treasures Gallery will further enhance the experience of visitors to the Library. This will be a permanent gallery in which iconic collection items will be displayed. Under the auspices of the Library's Development Council, fundraising activities to support the Treasures Gallery are well underway. I would like to thank the individual and corporate sponsors who have generously supported this project to date.

Cultural institutions exist in a constantly and rapidly changing environment. While these changes bring challenges, they also provide opportunities to develop innovative services to reach an ever-widening number of users. I am confident the Library is well placed to take advantage of these opportunities and will continue to provide rich, readily accessible online resources and remain a vibrant physical space to visit.

Sir James Gobbo AC, CVO

## The National Library in 2006–2007: Director-General's Review

The National Library of Australia is charged with collecting and preserving the nation's documentary heritage in its many forms. How the Library shares this material with the Australian community is changing rapidly as digital and online technologies advance. Today, users can search our collections and services online, view digitised collection items and related material and use the Library's website to access the collections of over 1000 Australian libraries. An important goal for the Library is to become more visible in the online information-seeking world. This will allow us to reach new audiences and expand community awareness of our collections and their significance.

### Improved Access through New Technologies

The Library has commenced the Australian Newspaper Digitisation Project, which will significantly enhance access to Australian historical newspapers. Beginning with the *Sydney Gazette*, which was first published in 1803, the Library will digitise a major newspaper from each Australian state and territory up to 1954. By the end of this four-year project, some 3.5 million newspaper pages will be freely available online.

Another initiative—Electronic Resources Australia—aims to ensure library users across Australia have free access to a core set of electronic resources, including general reference, newspapers, business and health information products. This service implements a recommendation of the 2003 Senate enquiry into the role of libraries in the online environment. Purchasing resources at discounted prices through the Electronic Resources Australia consortium will be particularly beneficial for smaller libraries.

The Library continued to develop collaborative services that open

collections to public access. A partnership with Destra Media has added 45 000 contemporary Australian music recordings to our MusicAustralia service. Users can listen to a free 30-second sample and then proceed, if they wish, to purchase and download the full item online. We have commenced development of the PeopleAustralia service, which will provide authoritative information on Australian people and organisations, and will link to biographical websites including the Australian Dictionary of Biography Online, AustLit, the Dictionary of Australian Artists Online and the Register of Australian Archives and Manuscripts.

The Library is working with the Australian cultural sector to promote support for OpenSearch, which will enable users to find resources from a range of cultural institutions in one search. These agencies will include libraries, museums, galleries and archives. In November 2006, Libraries Australia and PictureAustralia were modified to support OpenSearch.

### The National Collection

Every year the Library receives more than 120 000 journal issues, 70 000 newspaper issues and 45 000 books through deposit, purchase or donation. In addition to books, journals, newspapers, magazines and pamphlets, the Library collects pictures, maps, manuscripts and personal papers, oral history recordings, music and online publications that contribute to the documentary record of Australia, or are socially or culturally significant.

In 2006–2007, significant new acquisitions included:

- the literary archive of the Australian Nobel Laureate Patrick White. The archive, previously believed to have been destroyed, includes important literary and personal material, and will



- enable significant scholarly reassessment of White's work
  - several 1841 letters by French explorer Dumont D'Urville; a 30-year sequence of correspondence between writers Shirley Hazzard and Elizabeth Harrower; and records created by Nobel Laureate Professor Robin Warren—a challenge for the Library as they were received on several hundred now obsolete floppy disks
  - an important botanical work, *Historia plantarum, species hactenus editas aliasque insuper multas noviter inventas & descriptas complectens*, published from 1686 to 1704 in three volumes
  - a rare zoological edition containing drawings by Sydney Parkinson, botanical artist on the *Endeavour*, and text by Johann Reinhold Forster who travelled with James Cook on his second voyage. *Indische Zoologie, oder, Systematische Beschreibungen seltener und unkekannter Thiere aus Indien* was published in 1781 and includes 15 hand-coloured plates
  - a unique set of 99 of the British Admiralty's earliest charts of Australia, mapped between 1801 and 1861; and two outstanding atlases of Australia and the Asia-Pacific, *Cartes et Tables de la Géographie Physique ou Naturelle*, by the 18th-century French cartographer Philippe Buache
  - oral history interviews with former High Court judges Sir Ninian Stephen and Sir Anthony Mason, the first in a series being recorded as part of an Australian Research Council project collaboration with The Australian National University
  - a collection of 1182 vintage photographs of performances of the Ballets Russes in Melbourne in 1939 and 1940, acquired from the daughter of the photographer Hugh P. Hall; 114 photographs from Rennie Ellis' *Aussies All* series, which strengthen the Library's holdings of portraits of significant Australians; a series of panoramic colour photographic prints of contemporary leisure activities by Anne Zahalka; and a photographic album documenting the Murray River irrigation system in 1920
  - an 1870s oil painting by George Peacock of the Proclamation Tree in South Australia; *On the Murray River at Echuca*, an 1885 oil painting by P.J. Lysaght; and an S.T. Gill watercolour of Hill River Station, Clare, in 1846.
- In order to preserve the ways in which information is being created and published, the Library undertook its second harvest of the whole Australian web domain. Online titles are also selectively added to PANDORA: Australia's Web Archive, which is now in its eleventh year. The Library is a participant in the International Internet Preservation Consortium, led by the Bibliothèque nationale de France, an international effort by national libraries and other organisations to share and collaboratively develop software and tools needed to successfully archive the web.
- A major milestone was achieved in February 2007 with the completion of a project spanning more than 20 years to create online catalogue records for all journals held by the Library. Making this information available online means that details of the holdings for over 260 000 journal titles can be easily discovered through the Library's catalogue and through Libraries Australia.
- Project staff have been engaged in a variety of work to improve access to collection materials. Their work has included listing and controlling 200 000 aerial photographs; cleaning, listing and rehousing 1700 pieces of radio orchestral

music from the collection of Radio 3DB's William Flynn; and accessioning and captioning the 5000-item Stan Cross collection, one of the largest and most significant cartoon collections acquired by the Library, which is now ready for automated uploading to the catalogue.

## Working with Others

The Library works closely with state libraries as a member of National and State Libraries Australasia (formerly the Council of Australian State Libraries). A key National and State Libraries Australasia initiative has been the major travelling exhibition *National Treasures from Australia's Great Libraries*, which the Library developed and managed. The exhibition opened at the Library in December 2005 and began its national tour in March 2006, going to Melbourne, Hobart, Sydney, Brisbane, Adelaide, Darwin and Perth, and attracting over 350 000 visitors by the end of the financial year. Principal sponsor AAMI and major sponsors Qantas, News Limited, Hoyts, Animal Logic, Accor, SBS Television and ABC Local Radio generously provided over \$1.5 million worth of support. The Australian Government also provided significant support through the Visions of Australia and Art Indemnity Australia programs. For this exhibition, the managing organisation for indemnity is the National Gallery of Australia. The exhibition will complete its national tour in Perth in late 2007.

In November 2006, Libraries Australia celebrated the 25th anniversary of the Australian National Bibliographic Database (ANBD)—a long-term collaboration among Australia's libraries that has produced a unique and thriving national resource. The ANBD commenced operation in November 1981 with just six contributing libraries. Now it provides access to more than 42 million items held in 1000 libraries across the country. The celebration

was held in conjunction with the annual Libraries Australia Forum—the best attended Forum in two decades, its focus on future directions being well received by delegates.

On 19 April, the Library convened the 2007 Innovative Ideas Forum, providing an opportunity for representatives from a variety of cultural institutions from Australia and overseas to share information about new developments and trends in providing access to information. This year's Forum focused on user-generated content and ways in which researchers and the general public are contributing information to online services.

The Library hosted the Peak Bodies Forum in May, which brought together representatives of library organisations such as the Council of Australian University Librarians, the Australian Library and Information Association and the Australian Government Libraries Information Network. The Forum considered issues such as workforce planning, internet filtering and censorship, as well as recent developments in information discovery and delivery.

The Community Heritage Grants program, funded by the Australian Government through the Library, the Department of Communications, Information Technology and the Arts, the National Archives of Australia, the Australian Film Commission and the National Museum of Australia, continues to provide grant funding for the preservation of nationally significant, locally held heritage collections across Australia. This year, 80 community organisations received grant funding of up to \$10 000 for nominated projects, as well as preservation training. Since 1994, the Community Heritage Grants program has distributed over \$2 million to more than 500 organisations.

## Supporting Scholarship and Research

The Library maintained a close involvement with the higher education sector through its participation in the Australian Research Repositories Online to the World (ARROW) and Australian Partnership for Sustainable Repositories (APSR) projects. These projects are developing services that allow institutions to manage, make accessible and preserve the outputs of research, such as research papers and data sets. The Library continued to support the ARROW Discovery Service, which provides search access to the content of Australia's university research repositories. In the APSR project, the Library has been leading the development of tools that will assist repository managers to preserve their research content.

During the year, the Library was invited to join the Working Group on Data for Science, under the auspices of the Prime Minister's Science, Engineering and Innovation Council. In its report issued in December, the Working Group made a number of recommendations to improve the management of Australia's research data.

The Library also supports the work of Australia's research community through its participation in projects funded by the Australian Research Council. In July 2006, the Australian Dictionary of Biography Online was launched. Over three years, the Library has contributed financial and in-kind support to this project, including digitising images from its collection and facilitating access to images on PictureAustralia. The Library's participation in the Australian Research Council-funded project *Ballets Russes in Australia: Our Cultural Revolution*, with The Australian Ballet and the University of Adelaide, has digitised key heritage collections, informed performance practice by dancers and musicians developing the Ballet's current

repertoire, and resulted in significant new acquisitions including photographs, diaries, letters and oral history interviews.

Scholarly research is not only dependent on the Library's collections but leads to increased knowledge of collection materials. Renewed interest in Dutch cartography associated with the Australia on the Map celebration of four centuries of maritime exploration led to the discovery that two charts which had been in the Library's collection since 1911 were original manuscript drawings, rather than published facsimiles of Willem de Vlamingh's original chart.

The Library manages a program of research fellowships supporting the work of individual scholars, writers and creative artists. Harold White Fellowships provide established writers and researchers the opportunity to spend several months exploring the Library's unique resources; Norman McCann Summer Scholarships support younger scholars to undertake intensive research at the Library during the university summer vacation; and the National Folk Festival Fellowship enables the recipient to develop a performance based on research using the Library's folklore collections. Details of these programs can be found on pages 38–9 of this report.

## Relating to the Community

The Library's diverse public programs contribute to Australian culture through the development of exhibitions, print and electronic publications, events and education activities. In November 2006, the Library completed a major four-volume publishing project, an edition of the 44 diaries of artist and writer Donald Friend under the auspices of the Morris West Trust Fund. The diaries, displayed together for the first time, were the centrepiece of the exhibition *Donald Friend: A Charmed Life*, which ran from November 2006 to February 2007.

The exhibition *Facing Percy Grainger*, curated in partnership with the University of Melbourne's Grainger Museum and supported by ABC Classic FM, contributed an Australian perspective to international research on the composer–pianist and was accompanied by a hardcopy publication, online exhibition and live-to-air concert broadcast.

The Library published two books for children on a bugs and beasts theme featuring images drawn from its collections, as well as a book for parents and children, *Australian Backyard Astronomy*, presenting key astronomical information as seen from the southern hemisphere. An edition of selected letters of the Australian poet and environmentalist Judith Wright was released, as were two books presenting the research of former Harold White Fellows: *Was Australia Charted Before 1606? The Java la Grande Inscriptions* by William A.R. Richardson and *Forever Foreign: Expatriate Lives in Historical Kobe* by Keiko Tamura. In June, the Library's publication on the geologist and surveyor *T.W. Edgeworth David: A Life* was shortlisted for the inaugural Prime Minister's History Prize.

Highlights of the Library's extensive events program included the major concert performance in Melbourne's Iwaki Auditorium in August 2006, *Percy Grainger: A World beyond Country Gardens*; the two-day conference, *Love and Desire: Literature and the Intimate*, held in September; and the conversation between Irina Baronova and the Library's Curator of Dance Lee Christofis, *Nobility, Revolutions and One Night Stands*, held in February 2007. Events conducted under the auspices of the Friends of the National Library included the 2006 Kenneth Myer Lecture in August featuring Geoffrey Robertson QC; the annual Friends Celebration event in October highlighting Thomas Keneally's contribution to Australian literature; and a 'white gloves' evening

in February 2007 showcasing diaries and journals from the Library's Manuscripts Collection.

## Supporting the Library

The Library values the supporters and benefactors who help us in various ways. Their assistance can take the form of cash donations, gifts to the collection, volunteer work, corporate sponsorship, individual advocacy, or participation in the activities of the Friends of the National Library.

In 2005, the Library established a Development Council to provide advice on fundraising strategies and to actively assist in obtaining support for Library programs. High on the list of fundraising priorities is a new Treasures Gallery, which will display iconic and treasured items intrinsic to Australia's history and culture from the Library's collections. The first stage fundraising target for this project is close to realisation and in 2006–2007, more than \$1.5 million was raised, with particularly generous contributions from Platinum Treasured Partner, the John T. Reid Charitable Trusts, and Principal Treasured Partner, the Ian Potter Foundation (see Appendix I).

Major bequests received during the year came from the estates of artist Nora Heysen and New York arts patron Eva Kollsman. The Seymour Summer Scholarship was established with a generous donation from John and Heather Seymour, and other donations were made to support activities as diverse as publications, exhibitions, events and oral history projects (see Appendix H).

## Developing the Organisation

This year, a new Collective Agreement was negotiated. The agreement recognised the valuable contribution made by Library staff to increasing

efficiency and effectiveness, and achieving the objectives and key priorities outlined in the Library's Directions for 2006–2008. The Collective Agreement will maintain the Library's place as an employee of choice within the market place. The Library has continued to encourage and support innovation, experimentation and creativity in our staff, and the acquisition of new skills. In particular, it has continued to emphasise the development of staff leadership and teamwork skills. Twenty-four senior staff participated in the second of three annual leadership courses offered by leading US practitioners Schreiber, Shannon and Associates. Staff of all levels are enthusiastically taking up places in team skills courses, now being offered for the second year, and hearing distinguished speakers share their experiences in Focus on Leadership addresses.

On 3 August 2006, Senator the Hon. Rod Kemp, the former Minister for the Arts and Sport, opened the Library's new storage facility. The purpose-built repository located in the Canberra suburb of Hume was funded by the Australian Government in the 2004–2005 Budget and will provide sufficient storage space to meet the Library's needs until 2013, with the possibility of future expansion.

Caring for the Library's heritage-listed building on the shores of Lake Burley Griffin is a continuing capital priority. In the 2006–2007 Budget, the Australian Government announced additional funding of \$9.8 million to enable the refurbishment of the Library podium to stop the significant leaks that have developed as the original structure ages. Work commenced in May 2007 and is expected to be completed in late 2008.

A number of other building projects are being planned as the Library seeks to improve services to readers and facilities for visitors. Before work commences on these projects, a building master plan is being developed that encompasses increased exhibition space

and the development of a Treasures Gallery, significant enhancements to reading rooms to provide 21st-century functionality, and the rationalisation of collection storage arrangements to help improve energy efficiency.

## Creating the Future

In a world of rapidly changing technology and of evolving user expectations, the Library is providing access to its collections in new ways. Wherever possible, it is engaging more directly with those who use the Library's collections and services. Directions for 2006–2008 indicates the Library's commitment to ensuring its relevance and enhancing its visibility. To ensure that the Library achieves its goals and to give particular focus to priority areas, it will be undertaking a mid-point review of its strategic directions early in the new financial year.

The Library plans to improve its information technology architecture in order to increase its ability to innovate and meet user expectations that information will be readily available online. The Library's vision is that key services such as PictureAustralia, MusicAustralia and Libraries Australia will all eventually be delivered as part of a single discovery service, enabling users to find information regardless of the format of the material or where it is held. This initiative will be supported by a new service-oriented architecture that will position the Library to respond quickly to evolving technologies and the changing needs of users.

Australians are increasingly turning to services such as Google, Amazon and Wikipedia to meet their information needs and to gain access to value-added services such as full-text searching of books, reading lists, related items and reviews. Researchers and special interest groups are also forming their own online

communities and building their own discovery and recommendation services.

This is being enabled through the Library's efforts to make the holdings of Australian libraries accessible to search engines, but it raises questions about the future of its catalogue and other discovery services. The Library will be investigating ways in which its services can be a trusted starting point for searches, combining results from multiple sources of information, providing delivery services directly to individuals for material not available locally or online, and using features such as relevance ranking, clustering and interactive design to improve the user experience, and to facilitate learning and the creation and dissemination of knowledge.

## Summary of Financial Performance

### Operating Outcome

During 2006–2007 operating revenues, including revenue from government, amounted to \$74.4 million and operating expenses were \$68.082 million, resulting in a net operating surplus of \$6.318 million.

### Operating Revenue

Total operating revenue of \$74.4 million for 2006–2007 was \$3.998 million above budget and compares to total actual revenue of \$72.014 million for the 2005–2006 financial year. Figure 1.1 shows a comparison of revenue across items against budget and the 2005–2006 financial year.

The major variations between financial years relate to a decrease in revenue

from government, where appropriation revenue decreased by \$0.912 million, and increases in interest revenue of \$0.847 million and in other revenues of \$2.455 million. The reduction in appropriation revenue largely reflects the net reduction in funding for buildings and infrastructure, plant and equipment depreciation expenses following the revaluation of these assets as at 30 June 2006. The increase in interest revenue is the result of increased interest rates and additional funds being held in interest-bearing deposits. The increase in other revenue is largely the result of the receipt of a \$1 million grant to support the future construction of the Library's Treasures Gallery, and the receipt of two new trust funds controlled by the Library totalling \$1.381 million.

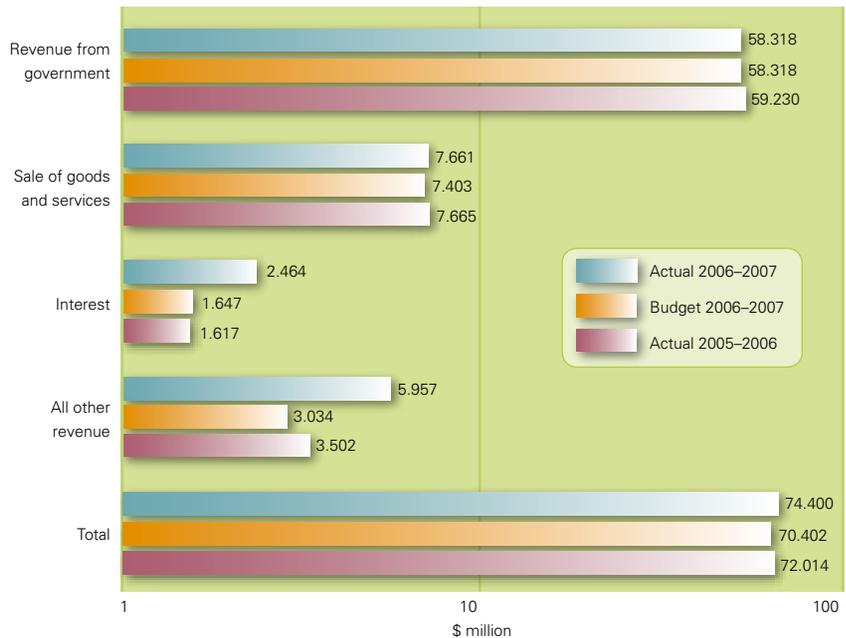


Figure 1.1 Operating revenue, 2006–2007 and 2005–2006

Note: A logarithmic scale is used.

## Operating Expenses

Total operating expenses of \$68.082 million were \$1.478 million below budget and \$0.483 million less than the 2005–2006 financial year expenditures. Figure 1.2 shows a comparison of expenditure across items and against budget for the 2006–2007 and 2005–2006 financial years.

The variation between financial years of  $-\$0.483$  million in operating expenses primarily relates to increased employee expenses ( $\$0.665$  million)—largely the result of pay increases—with the balance of the variation a result of reductions in supplier expenses ( $-\$0.496$  million), depreciation and amortisation expenses ( $-\$0.630$  million), and other expenses ( $-\$0.022$  million).

## Equity

The Library's total equity increased by \$25.279 million to \$1701.051 million in 2006–2007. The net increase was a result of an equity injection (\$4.978 million), a net revaluation increment (\$13.983 million) following the revaluation of the Library's land and buildings, and the net operating result (\$6.318 million).

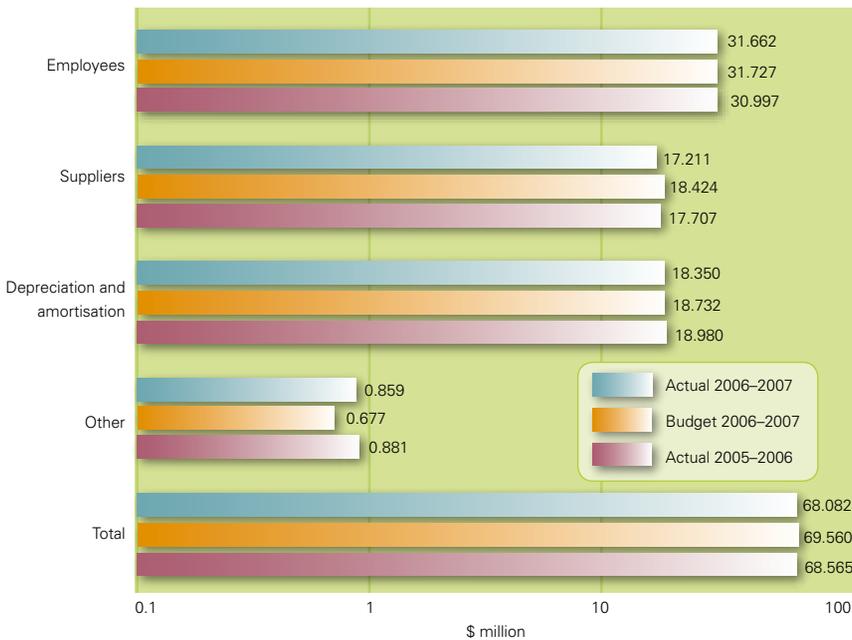


Figure 1.2 Operating expenses, 2006–2007 and 2005–2006

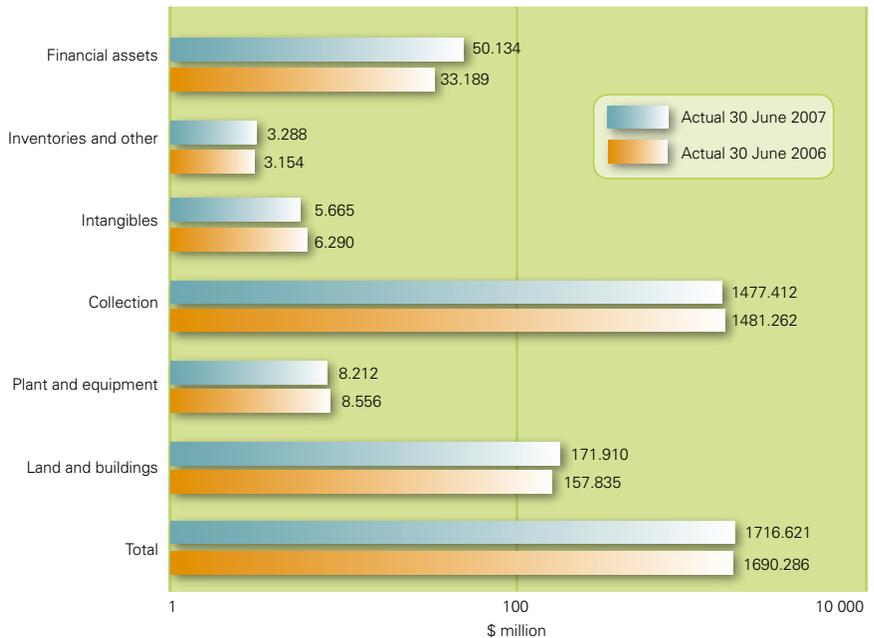
Note: A logarithmic scale is used.

## Total Assets

Figure 1.3 shows that the total value of the Library's assets increased by \$26.335 million to \$1716.621 million in 2006–2007.

The variation between financial years for non-financial assets (\$9.390 million) was largely the result of the revaluation of the Library's land and buildings (\$13.983 million) and the net difference between current year asset acquisitions and current year depreciation expenses (\$–4.496 million). In addition, there were minor movements in the value of inventories (\$0.107 million) and the value

of prepaid supplier expenses (\$0.027 million). The increase in financial assets (\$16.945 million) relates to an increase in receivables (\$0.120 million); an increase in cash at bank (\$16.613 million), which primarily reflects not fully consuming the funding received for the purchase of Library collections and the refurbishment of the Library podium, the receipt of a \$1 million grant for the future construction of the Library's Treasures Gallery, and the receipt of additional trust monies (\$1.381 million); and a minor increase in investments (\$0.226 million) as a result of increased investment of Library Trust Fund moneys.



**Figure 1.3** Total assets, 2006–2007 and 2005–2006

Note: A logarithmic scale is used.

## Total Liabilities

As Figure 1.4 shows, the Library's total liabilities increased by \$1.056 million from last financial year to \$15.570 million.

The main changes in liabilities relate to an increase in supplier payables (\$1.171 million); a reduction in lease liabilities (–\$0.111 million); and a minor reduction in employee provisions (–\$0.064 million), which largely reflects a reduction in leave provisions (–\$0.024 million) and a provision for redundancies (–\$0.037 million).

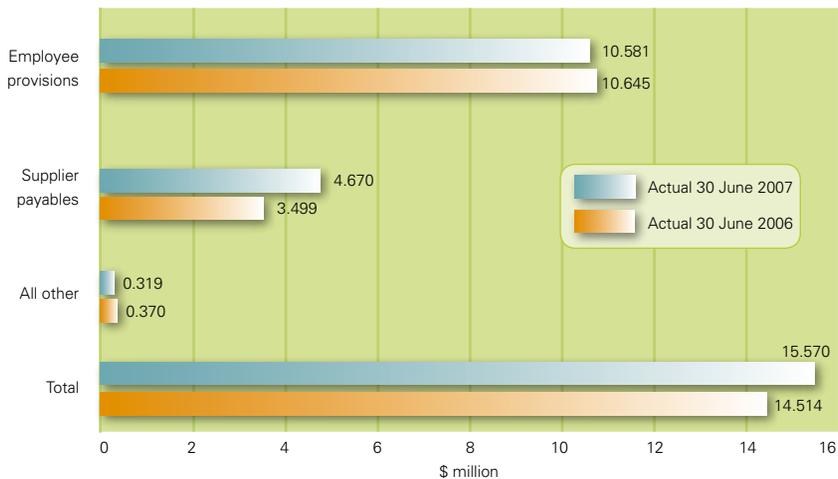


Figure 1.4 Total liabilities, 2006–2007 and 2005–2006

## Cash Flow

Overall, in 2006–2007 there was an increase in the Library's cash balance, which increased by \$16.613 million to \$46.322 million as at 30 June 2007. The Library holds cash to meet existing liabilities and fund ongoing operational activities, including asset purchases. Figure 1.5 shows a comparison of cash flow items for 2006–2007 and 2005–2006.

The increase (\$2.062 million) in net operating activities reflects the comments previously made under 'Operating Revenue' and 'Operating Expenses'. The reduction (–\$13.259 million) in the net investing activities

primarily reflects a decrease in the investment in property, plant and equipment, and intangibles (–\$13.115 million). This reduction is the result of the completion of the new repository in August 2006, the effect of several large collection purchases made in 2005–2006 and the finalisation of several large computer software projects in 2005–2006. The variation (–\$2.520 million) in net cash from financing activities reflects the cessation of one-off funding for the new repository in 2005–2006 (\$6.455 million) and the receipt of funding for the podium restoration project in 2006–2007 (\$3.9 million).

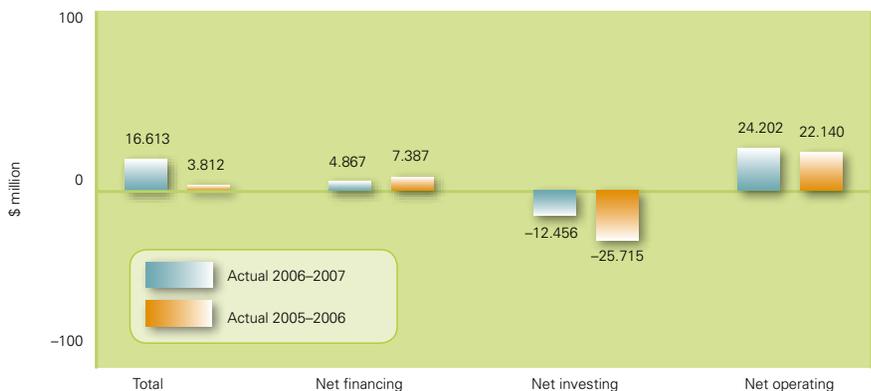


Figure 1.5 Net cash flow, 2006–2007 and 2005–2006

## Resource Table

Table 1.1 Outcome 1: total resources, 2006–2007

Departmental appropriations	Budget (\$'000)	Actual (\$'000)	Variation to budget (\$'000)
Output 1.1: The Collection	18 145	18 145	–
Output 1.2: Information Services	31 703	31 703	–
Output 1.3: Public Programs	6 042	6 042	–
Output 1.4: Australian Library Network Services	2 428	2 428	–
<b>Contributing to price of departmental outputs</b>	<b>58 318</b>	<b>58 318</b>	<b>–</b>
<b>Revenue from other sources</b>			
Output 1.1: The Collection	3 371	5 834	2 463
Output 1.2: Information Services	2 767	3 729	962
Output 1.3: Public Programs	2 022	2 093	71
Output 1.4: Australian Library Network Services	3 924	4 426	502
<b>Total revenue from other sources</b>	<b>12 084</b>	<b>16 082</b>	<b>3 998</b>
<b>Total price of departmental outputs and resourcing<sup>a</sup></b>	<b>70 402</b>	<b>74 400</b>	<b>3 998</b>
Average staffing level (numbers)	443	435	–8

Note: The budget is as published in the Portfolio Additional Estimates Statements 2006–2007, Section 2: Agency resources for 2006–07.

a Total revenue from government and other sources.





## Role

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

- (a) to maintain and develop a national collection of library material, including a comprehensive collection of library material relating to Australia and the Australian people;
- (b) to make library material in the national collection available to such persons and institutions, and in such manner and subject to such conditions, as the Council determines with a view to the most advantageous use of that collection in the national interest;
- (c) to make available such other services in relation to library matters and library material (including bibliographical services) as the Council thinks fit, and, in particular, services for the purposes of:
  - i the library of the Parliament;
  - ii the authorities of the Commonwealth; and
  - iii the Territories; and

- iv the Agencies (within the meaning of the *Public Service Act 1999*); and

- (d) to cooperate in library matters (including the advancement of library science) with authorities or persons, whether in Australia or elsewhere, concerned with library matters.

The Library is one of several agencies within the Communications, Information Technology and the Arts portfolio with responsibilities for collecting Australian cultural heritage materials and making them available to the Australian public.

Senator the Hon. George Brandis SC was appointed Minister for the Arts and Sport on 30 January 2007, succeeding the Hon. Rod Kemp. Senator Brandis is the Minister responsible for the Library together with the Portfolio Minister, Senator the Hon. Helen Coonan, Minister for Communications, Information Technology and the Arts. The affairs of the Library are conducted by the Council, with the Director-General as chief executive officer and member of the Council.

## Legislation

The Library was established under the *National Library Act 1960*, which defines the Library's role, corporate governance and financial management framework. As a Commonwealth statutory authority, the

Library is subject to the *Commonwealth Authorities and Companies Act 1997*, which provides the reporting and accountability framework.

## Organisation

The Library's senior management structure comprises the Director-General and eight Assistant Directors-General. Figure 2.1

provides the divisional organisational structure and senior management structure as at 30 June 2007.

**DIRECTOR-GENERAL**  
**Ms Jan Fullerton AO**



Figure 2.1 National Library of Australia organisational structure, 30 June 2007

## Outcome and Outputs Structure

Figure 2.2 shows the relationship between Outcome 1 for the Library and the contributing outputs and organisational structure. Financial details by outcome, outputs and output groups are provided in Table 1.1 on page 16.

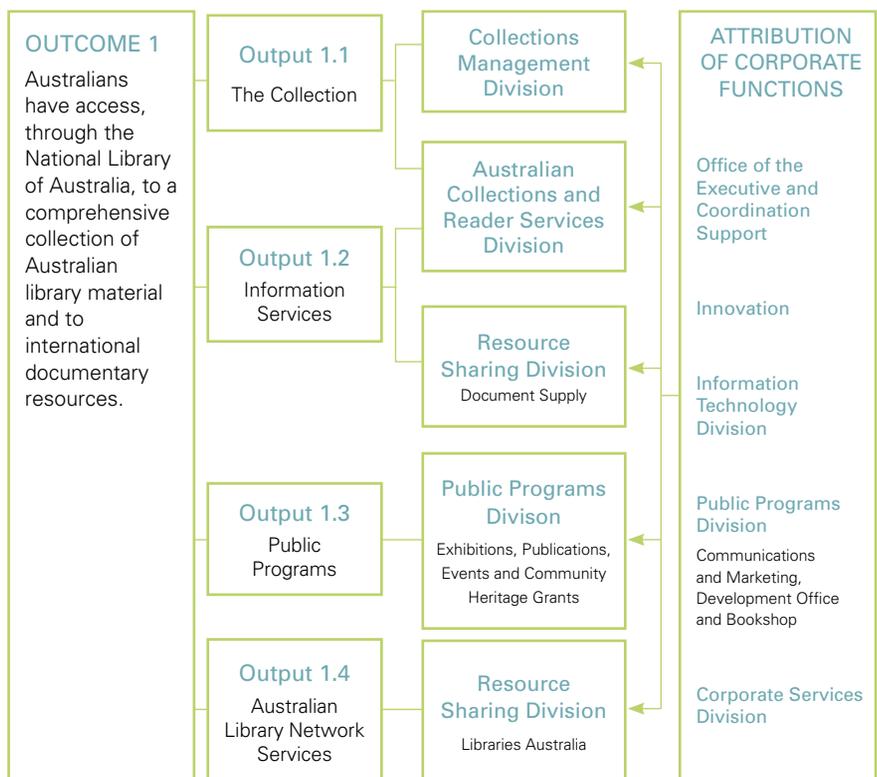


Figure 2.2 Outcome 1: outputs and organisational structure

## Corporate Governance

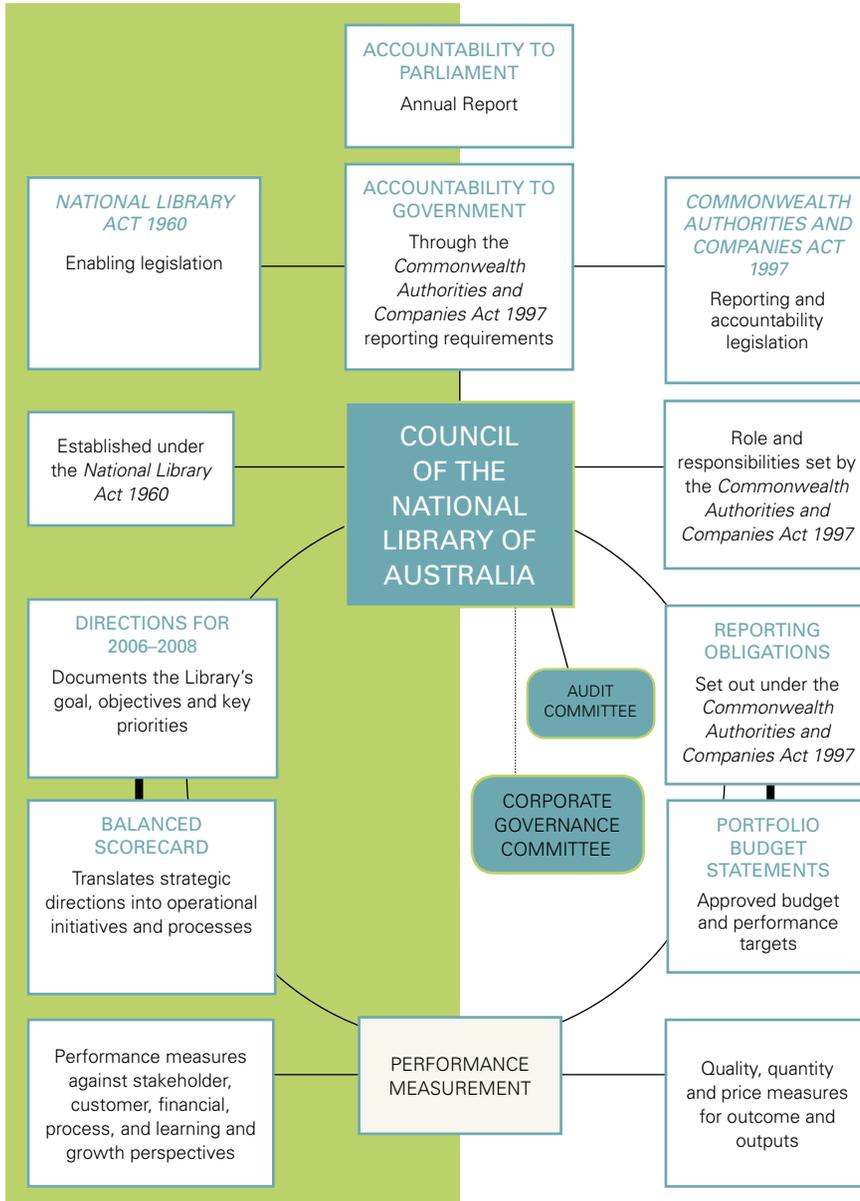


Figure 2.3 National Library of Australia corporate governance structure

## The Council

The *National Library Act 1960* provides that a Council shall conduct the affairs of the Library. The Council has 12 members, including the Director-General, one senator elected by the Senate, and one member of the House of Representatives elected by the House. At 30 June 2007, there was one vacancy on the Council following the resignation of Ms Helen Williams. Appendix A lists the Council members and their attendance at Council meetings for 2006–2007.

In addition to general administrative and financial matters, in 2006–2007 the Council considered a range of specific issues, among them the following:

- the development of the new Library repository in Hume
- the refurbishment of the Library podium
- the Library's information technology strategic plan
- the Library's digitisation program
- funding for digital activities
- filtering access to the internet on public access computers in the Library
- the National Capital Authority's plans for the redevelopment of the Library forecourt
- the Library's evaluation program, including reports on the MusicAustralia and Australia Dancing services
- the Library's travelling exhibitions program and the *National Treasures from Australia's Great Libraries* exhibition
- preservation and stack-management activities
- copyright issues

- significant acquisitions
- fundraising and sponsorship activities
- workforce planning
- the impact of changing demographics on cultural institutions.

The Council was also briefed by legal representatives from Clayton Utz on the obligations and duties of Council members under changes to the *Commonwealth Authorities and Companies Act 1997* and on proposed amendments to the *National Library Act 1960* arising from the *Review of the Corporate Governance Structures of Statutory Authorities and Office Holders* (the Uhrig Review). Council members provided comments to the Library on the proposed changes to the *National Library Act 1960*, which were forwarded to the Department of Communications, Information Technology and the Arts.

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

### The Audit Committee

The Audit Committee has the following roles:

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

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

In 2006–2007, the Audit Committee considered a range of matters. Among them were:

- financial statements for 2005–2006
- report on the Library's legal services for 2005–2006
- Audit Committee annual report for 2005–2006
- internal assessment of Audit Committee performance
- Australian National Audit Office 2006–2007 financial statements audit strategy
- risk management in the Library
- annual report on fraud
- pandemic plan
- valuation of the collections
- strategic internal audit plan for 2007–2008 to 2009–2010
- compliance reporting
- Auditor-General reports—report on action taken, particularly in respect of recommendations from the Australian National Audit Office performance audit, and safe and accessible national collections
- internal audit schedule for 2006–2007
- internal audits of:
  - inter-library loans

- web publishing and internet restructure review
- special collections procurement
- fundraising activities
- corporate data management
- asset management.

### The Corporate Governance Committee

The Corporate Governance Committee has the following roles:

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

The Committee 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 one non-executive Council member from time to time. Appendix A lists the Corporate Governance Committee members and meeting attendance details.

### The Corporate Management Group

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

A number of cross-organisational committees advise the Corporate Management Group in key areas such

as workforce planning, information technology, infrastructure, collection development, exhibitions and publications.

## The Corporate Planning Framework

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

In 2006–2007, the Library revised its outcome and outputs structure to more closely reflect its activities and strategic directions, and to better emphasise the benefits of providing access to a national collection of library resources. Throughout this revision process, consultation with the Department of Finance and Administration was sought and approval by the Minister of Finance and Administration was subsequently received. The revised outcome and outputs structure will be put in place in 2007–2008 and has been incorporated in the Library's Portfolio Budget Statement 2007–2008.

## The Risk Management Framework

The Library's Risk Management Framework provides effective tools for management and staff to use in the ongoing identification, evaluation and response to risks that may affect the collections, core business functions and the Library's strategic decision-making. The Library's Risk Management Register is central to this framework and as a consequence, is subject to annual review. The register lists all identified risks to the organisation. The latest review was completed in March 2007.

All risks identified in the register are managed through established mitigating planning processes, which include the Collection Disaster Plan, the Information Technology Disaster Recovery Plan, the Business Contingency Plan for Critical Building Systems and the Business Continuity Plan. The Balanced Scorecard performance reporting tool also provides a means through which the Corporate Management Group can monitor major project risks.

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

## Public Accountability

### External and Internal Audit

The Library's Audit Committee met three times during 2006–2007 to consider external and internal audit reports.

#### Australian National Audit Office Reports

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

##### 2006–2007

- No. 23, *Application of the Outcomes and Outputs Framework*

##### 2005–2006

- No. 16, *The Management and Processing of Leave*
- No. 22, *Cross Portfolio Audit of Green Office Procurement*
- No. 23, *IT Security Management*
- No. 37, *The Management of Infrastructure Plant and Equipment Assets*
- No. 45, *Internet Security in Australian Government Agencies*

##### 2004–2005

- No. 41, *Administration of Security Incidents, including the Conduct of Security Investigations*
- No. 46, *Management of Trust Monies in CAC Act Entities*
- No. 49, *Administration of Fringe Benefits Tax*
- No. 52, *Legal Services Arrangements in the Australian Public Service*
- No. 55, *Workforce Planning*

- No. 57, *Purchasing Procedures and Practices*
- No. 59, *Safe and Accessible National Collections*

##### 2003–2004

- No. 19, *Property Management*
- No. 25, *Intellectual Property Policies and Practices in Commonwealth Agencies*

#### Internal Audit Reports

During 2006–2007, the Audit Committee considered internal audit reports on the following issues:

- strategic internal audit plan for 2007–2008 to 2009–2010
- inter-library loans
- web publishing and internet restructure review
- special collections procurement
- contract management
- exhibition management
- Balanced Scorecard
- storage policy and environment management
- goods and services tax
- grants funding (issued and received)
- Libraries Australia
- sales and distribution, and Bookshop annual stocktake
- fraud control
- fraud awareness.

## Parliamentary Committees and Government Inquiries

In August 2004, the Australian Government released its response to the report on the agreed Uhrig Review and announced that ministers would be required to assess their portfolio bodies against recommended governance templates and then implement improvements to existing governance arrangements. The Library was assessed against the principles and templates, and will remain a statutory authority operating under its own Act. Following advice of the outcome of that assessment by the Minister for the Arts and Sport, recommended revisions to all agencies' legislation were subsequently proposed.

During 2006–2007, the Library lodged a submission to the Standing Committee on Legal and Constitutional Affairs Inquiry into the *Copyright Amendment Bill 2006*.

## Ministerial Directions

Under Section 28 of the *Commonwealth Authorities and Companies Act 1997*, the Minister for Communications, Information Technology and the Arts must consult Council members before notifying them of a general policy of government. No ministerial directions were received during 2006–2007. However, as a consequence of one of the Uhrig Review recommendations, the Library received its Statement of Expectations from the Minister. In outlining how it will fulfil these expectations, the Library responded with its own Statement of Intent.

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

## Legal Action

In 2006–2007, action continued on the claim lodged in the ACT Supreme Court in 2003 on behalf of Wagdy Hanna and Associates Pty Ltd, which is seeking damages from the Library for an alleged breach of contract in respect of a 1996 tender process for one of the Library's offsite storage facilities.

## The Ombudsman

No issues relating to the Library were referred to the Commonwealth Ombudsman's Office during 2006–2007.

## Freedom of Information

The Library received and is processing one request for access to documents under the *Freedom of Information Act 1982*. Appendix D provides a freedom of information statement.

## Indemnities and Insurance Premiums

Directors and officers of the Library are indemnified under the existing Comcover insurance coverage. Insurance premiums cover general liability; 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 2006–2007 insurance premium received an 8 per cent discount. This is a consequence of our overall risk management performance as measured by Comcover's 2006 Australian Government Risk Management Benchmarking Survey.

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

## Social Justice and Equity

The Library serves a culturally and socially diverse Australian community and aims to make its collections accessible to all. The Library's collections exceed 9 million items, including material in over 300 languages collected from all over the world. Its programs and services are developed with an emphasis on public accessibility, and adhere to the principles outlined in the Australian Government's Charter of Public Service in a Culturally Diverse Community. The Library is conscientiously implementing the Charter and providing all Australians with the opportunity to access documentary resources of national significance, in accordance with the *National Library Act 1960*.

The Library aims to provide all Australians with equitable access to its services, in a manner suited to individual needs. In particular, during 2006–2007 it:

- provided an increasing range of services to Australians in any location through its website and travelling exhibitions
- provided updated and improved search options allowing blind or vision impaired people to find out about the contents of the National Braille Reserve Collection and how to access it
- collected Australian library materials in many community languages for current and future research
- provided cross-cultural awareness training for staff
- maintained high standards of physical access to its building and services in accordance with the Commonwealth Disability Strategy
- helped community organisations—including geographically isolated and

culturally diverse groups—preserve nationally significant cultural heritage collections through the Community Heritage Grants program

- arranged Library tours and reader education programs for community groups, including groups of people who speak languages other than English
- celebrated community diversity through special events for NAIDOC Week, Women's History Month and other national celebrations of diversity
- contributed collection items to a number of international and national institutions to support culturally diverse exhibitions.

In 2006–2007, the Library continued to employ the services of a disability employment organisation to support staff with a disability. The Library also reports annually on social justice and equity initiatives as part of the whole-of-government *Accessible Government for All Report*.

## Service Charter

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

Overall adherence to the standards in the Service Charter is reported on in 'Output 1.2: Information Services' (page 61). During 2006–2007, the Service Charter standards were met as follows:

- 96.4 per cent of reference enquiries were answered within standards (target: 95 per cent)

- 90 per cent of collection items were delivered within standards and timeframes (target: 90 per cent)
- the Library's website was available 24 hours a day for 99.9 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, 81 formal compliments and 61 formal complaints were received from users (see Tables 2.1 and 2.2).

In addition, this year there has been an increasing number of informal compliments received from participants in national professional conferences and forums organised by the Library and contributors to events and publications.

Table 2.1 Compliments received, 2006–2007

Subject	Number	Nature
The collection	1	<ul style="list-style-type: none"> <li>• Quality of collection material</li> </ul>
Information services to individuals	45	<ul style="list-style-type: none"> <li>• Quality of staff</li> <li>• Quality and speed of response to enquiries</li> <li>• Quality and speed of collection delivery</li> <li>• Introduction of wireless internet access</li> <li>• Quality of assistance and availability of resources in special collections areas</li> </ul>
Public programs activities	22	<ul style="list-style-type: none"> <li>• Quality of Library exhibitions and displays</li> <li>• Contributions to support external exhibitions</li> <li>• Excellence of events</li> </ul>
Services to libraries, publishers and other organisations	9	<ul style="list-style-type: none"> <li>• Excellence of staff</li> <li>• Appreciation of support, representations and presentations by staff members</li> </ul>
Facilities and support	4	<ul style="list-style-type: none"> <li>• Quality of venue hire services and support for events</li> </ul>
<b>Total</b>	<b>81</b>	

Table 2.2 Complaints received, 2006–2007

Subject	Number	Nature	Outcome
The collection	5	<ul style="list-style-type: none"> <li>• Confusion around procedures for submitting electronic requests</li> <li>• Concern and/or delays relating to sorting and processing of new collection material</li> <li>• Incomplete details provided in catalogue records/online services</li> <li>• Delays in receiving subscription material</li> <li>• Loaning of a particular collection item</li> <li>• User expectation for inclusion in one of the Library's online services</li> </ul>	The Library provided explanations and/or apologies in response to complaints.
Information services to individuals	34	<ul style="list-style-type: none"> <li>• Concern about the use of digital cameras and scanners in one of the reading rooms</li> <li>• Confusion over photographic order procedures</li> <li>• Concern about assistance provided when trying to locate a book</li> <li>• Evening closure of the Newspapers and Microforms Reading Room</li> <li>• Insufficient staff available for assistance</li> <li>• Weekend opening hours</li> <li>• Staff member considered rude</li> <li>• Unauthorised reserving of microform viewers by users</li> </ul>	The Library provided explanations and/or apologies in response to complaints.
Facilities and support	22	<ul style="list-style-type: none"> <li>• New security arrangements for depositing collection material</li> <li>• Quality and temperature of airconditioning in the reading rooms</li> <li>• Confusing signage in the foyer</li> <li>• Condition of plaque in foyer</li> <li>• Insufficient bicycle racks</li> <li>• Concern about communication strategy regarding size of bags allowed into reading rooms</li> <li>• Cleanliness of the cafe area</li> <li>• Car park access during the Cirque du Soleil performances</li> <li>• Insufficient number of computers and power outlets in the Main Reading Room</li> <li>• Slow response times on some computer equipment and disabling of some functions for security reasons</li> <li>• State of computer equipment in the Main Reading Room</li> <li>• Users engaged in inappropriate behaviour, including use of a mobile phone</li> </ul>	The Library provided explanations and/or apologies in response to complaints and undertook remedial action as appropriate. Complaints relating to car parking and bicycle racks have been referred to the National Capital Authority as the responsible body.
<b>Total</b>	<b>61</b>		

## Consultancy Services

The Library entered into 34 new consultancy contracts during 2006–2007, at a total actual expenditure of \$657 768 (inclusive of GST). In addition, 13 ongoing consultancy contracts were active during the same period, involving total actual expenditure of \$502 980. The consultants were selected in accordance with processes described in the Library's Procurement and Contract Guidelines. Major consultancies included design work on the podium refurbishment project, software development, and

technical advice for ongoing fire safety compliance. Other consultancies related to legal services, evaluation of Library service delivery and internal audit. Appendix F lists consultancies with an individual value of \$10 000 or more.

## Advertising and Market Research

The advertising and market research organisations shown in Table 2.3 were contracted to provide services in 2006–2007 at a total cost of \$227 187.

**Table 2.3 Advertising and market research, 2006–2007**

Organisation	Cost (\$)	Purpose
HMA Blaze	158 515	Newspaper advertising promoting the Library
Zoo Communications Pty Ltd	52 384	Development of advertising campaign for AskNow
Karen Williams Marketing	13 005	Provision of specialist publicity services for promotion of publications
Canberra Mailing	3 283	Promotional advertising for Library publications
<b>Total</b>	<b>227 187</b>	

## Corporate Management

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

- attracting and retaining suitably skilled people
- mobility and flexibility.

During the reporting period, implementation of the Strategic Workforce Plan focused on identified areas of high priority such as leadership. In addition to a range of leadership development programs, a series of presentations for all staff by prominent Australians on leadership continued and was enthusiastically received by staff. The speakers in 2006–2007 were Dr Allan Hawke, Chancellor, The Australian National University, and Lieutenant-General Peter Leahy, Chief of the Army.

Another priority of the Strategic Workforce Plan is teamwork skills training, which over 50 per cent of staff have attended so far. The Library's performance management system continued to be refined and a matured staff strategy was implemented.

Building on informal mentoring, which had occurred for some time, a formal program was launched in April 2007 and was followed by associated skills training. A comprehensive intranet site provides guidance and a set of tools to assist staff and mentors establish and sustain their mentoring partnerships.

A series of divisional focus lectures was introduced in March 2006 to increase the awareness and understanding of Library staff about the work and innovations in particular areas. The first round of lectures was completed in October 2006. A second round commenced in May 2007, with the first presentation on the Library's strategic directions.

### Industrial Democracy: Certified, Collective and Workplace Agreements

The Library's Consultative Committee continued to serve as a forum for

## People Management

### Workforce Planning

During 2006–2007, the Workforce Planning Committee met quarterly to discuss workforce planning initiatives across the Library with reference to changes in workforce demographics and the evolving nature of the operating environment. Discussion centred on implementing a strategic approach to enhance the capability of the Library's workforce. The Committee monitored the implementation of the Library's Strategic Workforce Plan and examined the workforce profile.

The Strategic Workforce Plan was approved by Council in August 2005. It provides a comprehensive strategy and a clear agenda for Library staff. The plan describes key strategies to ensure that the Library has a workforce that is flexible, agile, innovative and able to assist the Library in meeting its strategic directions.

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

- leadership
- teams and collaboration
- development and learning
- innovation

consultation and discussion among management, staff and unions. The Committee met four times during 2006–2007, discussing issues such as the Certified Agreement, the Healthy Work and Life Program, the proposed forecourt redevelopment, the Performance Management Framework and workforce profile issues.

Negotiations on a new Collective Agreement for the Library were successfully concluded and a package of enhanced conditions was well received by staff. The new three-year union agreement provides for annual pay increases of 4 per cent; extensions to maternity, adoption and supporting parent's leave entitlements; increased flexibility in taking sick and personal leave, which have been combined into personal/carer's leave; the introduction of compassionate leave; and enhanced study assistance provisions. The negotiations were conducted with union and staff representatives, who worked effectively in communicating information between staff and the negotiation team.

#### Remuneration, Including Non-salary Benefits

In accordance with the Principal Executive Office arrangements, the Council determines the Director-General's remuneration.

At 30 June 2007, all eight senior executive service (SES) staff and 79 non-SES staff were covered by Australian Workplace Agreements; the remaining 390 staff were covered by the National Library of Australia Certified Agreement 2004–2007.

Remuneration for SES and non-SES staff covered by an Australian Workplace Agreement is determined by the Director-General after consultation between the employee and the relevant division head.

Table 2.4 shows the salary ranges for all Library staff below SES level and the number of employees in each classification.

In 2006–2007, 422 staff were eligible to participate in performance assessments that were linked to possible performance pay outcomes.

As well as the non-salary benefits made available under the Certified Agreement, which have also been incorporated into the Australian Workplace Agreements, staff have access to a range of benefits such as flexible working hours, additional study leave for distance education, cashing-out of some annual leave entitlements, personal leave, maternity leave at half-pay and additional purchased leave provisions.

SES staff members have an entitlement to a vehicle, a mobile phone and a broadband internet connection to support home-based work.

**Table 2.4 Salary ranges below SES level and number of employees, 30 June 2007**

Classification	Salary range (\$)	Number of employees
APS 1	19 667–36 229	2
APS 2/Graduate	37 099–41 138	81
APS 3	42 255–48 754	85
APS 4	47 094–52 528	69
APS 5	52 528–56 701	65
APS 6	56 733–74 497	79
Executive Level 1	72 560–98 024	61
Executive Level 2	83 627–110 859	27

### Fraud Risk Assessment and Fraud Control

Under the Library's Fraud Management Policy, all staff must be aware of their responsibilities in relation to preventing, detecting, reporting and investigating fraud against the Commonwealth. To achieve this end, the Library's Corporate Management Group agreed that fraud awareness training be mandatory for all staff. Consequently, during 2006–2007 a series of training sessions was provided to those staff who had not attended such training in the past four years.

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

### Ethical Standards

The National Library of Australia Certified Agreement 2004–2007 endorses our commitment to, and compliance with, the Australian Public Service Values and Code of Conduct. As part of the Library's induction program, all staff receive a formal briefing on ethics and probity, including an overview of the values and code of conduct, along with a brief introduction to the Library's Fraud Management Policy. To further develop this awareness, the Library—with the National Gallery of Australia and the National Museum of Australia—commenced a procurement process for a comprehensive online induction program. This will provide an opportunity for all existing and new staff to receive regular training regarding important corporate requirements and standards.

### The Commonwealth Disability Strategy

The Library continued to meet Australian Government guidelines in relation to the *Disability Discrimination Act 1992*.

Its planning processes and resultant activities ensure that people with a disability are not unfairly disadvantaged as clients of the Library or in any aspect of the Library's employment or working environment. Recruitment policies and selection processes provide that applicants are considered on merit. Selection documentation is distributed electronically and in hardcopy on request. Applicants with a disability are offered assistance if required to attend an interview. In all training activities, there is a provision for participants with a disability to specify their requirements in advance, to ensure that these are accommodated.

The Library's Workplace Diversity Policy provides guidance to managers and staff in relation to their obligations to disabled employees and prospective employees. The Human Resources section and line managers regularly consider the needs of staff with recognised disabilities or health needs.

### Workplace Diversity

At 30 June 2007, 70 per cent of Library staff were female and 25 per cent of staff identified themselves as being of a culturally and linguistically diverse background. The Library completed a review of its Workplace Diversity Program, which led to the development of a mature-age staff strategy, the enhancement of recruitment and selection processes, and the successful recruitment of an Indigenous graduate from the Australian Public Service Commission Indigenous Graduate Program.

### Occupational Health and Safety

The Occupational Health and Safety Committee met four times during 2006–2007 and dealt with a variety of matters relating to health and safety principles and practices. The Committee comprises 10 elected staff, three nominated staff representatives, and three nominated

management representatives. The representatives received training in occupational health and safety legislation and in their roles through the Workwatch Training Centre. To support the Australian Government's National Occupational Health and Safety Strategy 2002–2012, occupational health and safety training commenced for supervisors and managers. Such training will be provided in a phased manner to all staff.

During the reporting period, the Library continued a program of workplace assessments for staff as well as seminars and ergonomic advice. The Library's new repository at Hume was given a full occupational health and safety risk assessment as part of the commissioning procedures.

The Healthy Work and Life Program continued to promote a healthy work and lifestyle, and to offer management and staff an appropriate avenue for sharing healthy lifestyle information and best practice occupational health and safety advice. This program is now an ongoing initiative and demonstrates the Library's strong interest in the health and welfare of its staff.

The Library provides an independent employee assistance service. This is an important service for staff and their families who need support in their work or private lives.

There were no reportable occupational health and safety incidents during 2006–2007. All actions were managed and completed under the Health and Safety Rehabilitation Guidelines.

The Library was not issued with any notices or directions under Sections 29, 45, 46 or 47 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

## Asset Management

### Plant and Equipment

The Asset Management Committee continued to play a central role in whole-of-life plant and equipment management within the Library. The Committee oversees the Library's asset management plan and coordinates asset-acquisition programs for each financial year. It also develops and monitors a three-year forward asset acquisition program for strategic planning purposes and an asset disposal program for items reaching the end of their working life. Major asset acquisitions in 2006–2007 included the purchase of sound-preservation equipment, shelving and digital storage, reflecting the Library's need to preserve and store the collections.

Following a review of the Library's asset management procedures in June 2006 by internal auditors, a number of processes were recommended for improvement during 2006–2007. These included providing a closer reporting link and simplified documentation of approved policies and procedures for asset management.

The total value of the plant and equipment as at 30 June 2007 was \$8.212 million.

### Collection Asset

The collections are the Library's major asset, on which many of its services are based. The total value of the collections is \$1.477 billion.

### Land and Buildings

The Library's land and buildings are valued at \$171.91 million and encompass the main building located in the Parliamentary Zone and the new repository at Hume. The major components of these assets are managed by the Building Works Coordination Committee. The Committee uses a long-term strategic management

plan to set the direction for the building works including a 15-year forward maintenance program. The plan is reviewed every three years, the most recent review being in late 2005. The Library is in the process of developing an overall building master plan to direct future refurbishments. This plan is expected to be completed by the end of the 2007 calendar year.

Two major projects in 2006–2007 were the completion of a new repository at Hume and the commencement of the podium refurbishment.

The new repository was officially opened on 3 August 2006 by the former Minister for the Arts and Sport, Senator the Hon. Rod Kemp. It is located in Hume, an industrial estate approximately 15 kilometres from the Library, and provides a total storage area of 3510 square metres, containing 56 000 linear metres of shelf space. Following completion of the building, collection material was relocated from an old leased facility at Hume, which was vacated in December 2006. A total of 10 000 linear metres of shelf space in the new building has been made available to the National Archives of Australia until 2010, when the space will be required to accommodate Library collection growth. Based on current projections, the repository provides sufficient space for collection growth until 2013.

The refurbishment of the podium commenced in May 2007 and is scheduled to conclude in late 2008. The core component of the project is the replacement of the membrane under the paved area. The project will also address a number of other issues, including upgrading the balustrade, stairs and handrails to ensure they comply with current building standards. As the Library's outdoor cafe area is located on the podium, it will also be redesigned. All refurbishment work will be consistent with the Library's externally approved Heritage Management Plan and Heritage Strategy.

Several other capital works projects were undertaken during the reporting period. The training suites located on Level 4 were refurbished. In addition, the refurbishment of two areas of high heritage significance—the Viewing Room on Level 3 and the Conference Room on Level 4—commenced. Other areas refurbished during the year included the Computer Room and several areas within Preservation Services to accommodate the Library's digitisation initiatives.

Design and tender documentation for two major refurbishments planned for 2007–2008 was developed. These works will involve refurbishment of 1200 square metres in Lower Ground Level 2 and 1200 square metres in Lower Ground Level 1.

Upgrade works to the building's airconditioning system continued this year, and investigative work on the upgrade of the fire systems was completed.

The main building is located in the Science and Humanities Campus in the Parliamentary Zone. The National Capital Authority is planning to refurbish the Library forecourt, and during the reporting period the Library continued to work with the Authority to ensure the upgrade meets stakeholder requirements.

#### Heritage Management Strategy

In accordance with Section 341ZA of the *Environment Protection and Biodiversity Conservation Act 1999*, the Library prepared a Heritage Strategy to manage the future protection and conservation of Commonwealth heritage values for the main building. The strategy was endorsed by the former Minister for the Environment and Heritage, Senator the Hon. Ian Campbell, on 24 August 2006. The Heritage Management Plan is currently being finalised and will be submitted to the Minister for the Environment and Water Resources for his approval.

The Library is considering heritage issues in line with the Heritage Strategy

and draft Heritage Management Plan with regards to current and future refurbishments and capital works. This includes consulting recognised heritage specialists as an integral part of project development.

## Security and Business Continuity

During 2006–2007, the Library continued to develop and test its business continuity plans. The Emergency Planning Committee monitors all aspects of protective security and emergency planning. It comprises senior staff with responsibility for corporate communications, security of personnel, the collections, the building and other assets.

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

The Library's Protective Security Policy and Procedures were reviewed and updated to include the new Hume repository. The Library continued to maintain strong policy and practice in maintaining a safe, secure and accessible collection.

## Energy Consumption and Environmental Management

A number of initiatives implemented during the year were a result of the Library's ongoing commitment to energy and environmental management and performance. For example, procurement and contract documentation now requires the consideration of environmental factors in purchasing decisions. Monitoring improvements have helped

to ensure that building systems are operating at optimal levels. To obtain even more consistent monitoring, record energy and water use, and improve the establishment of targets, an independent energy audit was commissioned at the end of the year.

Plant and equipment upgrades were designed and implemented to optimise energy efficiency. Enhancements to the heating ventilation airconditioning system have increased the reliability of environmental conditions for the collections.

The Library's ecologically sustainable development performance, a requirement of the *Environment Protection and Biodiversity Conservation Act 1999*, has centred on continuing to conserve energy and water, and to recycle waste. For example, a new cleaning contract, which came into effect in March 2007, includes recycling to assist the Library meet its target of recycling all waste by 2010. Similarly, environmental management requirements were built into the contract for the refurbishment of the main building podium, including provisions to salvage materials and recycle waste.

## Competitive Tendering and Contracting

The Library market tests and utilises outsourcing options in cases where it can be demonstrated to be cost-beneficial. No changes to outsourced arrangements occurred during the reporting period, however the cleaning contract was tendered through the Australian Government's AusTender website.

## Purchasing Policies

Consistent with core Commonwealth purchasing principles, the Library continued to focus on cost-effective contract management and procurement practices. To ensure the Library's

instructions to staff were relevant, up to date and readily accessible, internal guidance on purchasing matters was evaluated and revised. An opportunity was taken to ensure consistency with recent Australian National Audit Office reports on green office procurement and contract management better practices. The Library's guidelines were consequently retitled Procurement and Contract Guidelines with all contract matters consolidated into one chapter.

To ensure the Library's standard external procurement documentation continues to reflect better practice and be useful to both purchasing staff and those responding to our procurement needs, external legal advice was sought to revise and refine Library templates for the request for tender, request for quotation, request for expressions of interest, and request for proposal documentation. The pro forma tender evaluation plan and tender evaluation committee report were included in this project. The Library's standard contract formats were also reviewed to ensure consistency with the revised procurement documentation.

## Project Management Methodology

A review and revision of the Library's project management methodology was completed during the year. The aim of the review was to simplify the project management methodology and project management templates. This has been successfully implemented with the number of templates reduced, simplified and reworked to better reflect the operational requirements of the Library.

The revised methodology was made available with appropriate training from March 2007.

## Discretionary Grants

In 2006–2007, the Library operated seven discretionary grants programs including one new program, the Friends of the National Library Travelling Fellowship.

- *Community Heritage Grants.* The Library awarded 80 grants of up to \$10 000 each to assist community organisations preserve and manage nationally significant cultural heritage. Financial support and assistance are also provided by the Department of Communications, Information Technology and the Arts; the National Archives of Australia; the National Film and Sound Archive; and the National Museum of Australia.
- *Harold White Fellowships.* The Library funded four fellowships, awarded to established scholars and writers—Mr Graeme Skinner, Dr Julie Stephens, Dr Nathalie Nguyen and Dr Catharine Coleborne—to spend between three to four months at the Library researching collection material in their areas of expertise. An Honorary Harold White Fellowship was awarded to Mr Peter Hamburger PSM.
- *Japan Fellowships.* Two fellowships were awarded to Dr Rowena Ward and Dr Narangoa Li under the Japan Fellowship Scheme (funded from the Harold S. Williams Trust).
- *Norman McCann Summer Scholarships.* Funded by Mrs Pat McCann, the Library awarded three scholarships of six weeks duration to young Australians—Caitlin Murray, Nicole Starbuck and Sarah De Santis—to undertake research on topics in Australian history or Australian literature.
- *National Library of Australia National Folk Festival Fellowship.* With assistance from the National Folk Festival, the

Library provided a four-week residency to Ian Blake to research original source materials in the Library's collections and to prepare for a performance at the National Folk Festival.

- *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 fellowship supported Rowena Jameson, who travelled to Edinburgh and London in July 2006 to study the effect of light exposure on collection items in exhibitions. She visited the Victoria and Albert Museum, Tate Gallery and British Library, and attended the Institute of Paper Conservation's 5th International Conference.
- *Friends of the National Library Travelling Fellowship.* Funded by the Friends of the National Library, this fellowship provides a significant professional development opportunity for a Library staff member. In 2006 the fellowship supported Somaya Langley to present a paper on the preservation and management of complex digital content at the International Symposium of Electronic Arts in San José with associated visits to the California Digital Library, the Internet Archive, and the Berkeley Art Museum and Pacific Film Archive. The 2007 recipient was Dr Marie-Louise Ayres who travelled to Canada and the United States in June to assess archival collection management systems and attend the Conference of Canadian Archivists.

## Cooperation on Corporate Management Issues within the Communications, Information Technology and the Arts Portfolio

After chairing the Corporate Management Forum since its inception, in 2006–2007 the Library handed this role over to the Australian Film Commission. The Forum consists of senior executives with corporate management responsibilities from nine agencies within the Communications, Information Technology and the Arts 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:

- collective agreements and the efficiency dividend
- the 2005–2006 Forum annual report
- shared purchasing agreements
- National Safety Council Program
- collection depreciation
- pandemic response planning
- compliance reporting
- the Uhrig Review.

## Information Technology

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

### IT Architecture

In 2006–2007, the Library undertook a planning project to identify the IT architecture needed to support the management, discovery and delivery of its collections over the next three years. While the current architecture has enabled the Library to develop a significant digital library capability over the last decade, the requirement of maintaining and supporting the existing systems is increasingly hindering us from bringing new services online, improving the user experience, exploring new ideas or responding to technological change.

As a result of this project, the Library began implementing a new framework for building digital library services that will:

- employ a service-oriented architecture
- adopt a single-business approach
- consider open-source solutions.

### Service-oriented Architecture

Software in a service-oriented architecture uses a set of interfaces to execute a business function. This is becoming widely accepted as best practice in the IT industry. Implementing a service-oriented approach will result in a shared technical infrastructure that enables an overarching service framework, providing a common understanding of requirements and directions for business owners and developers.

### Single Business Approach

Even with a service-oriented approach, the Library's capacity to meet its directions will continue to be eroded as new applications are brought online. To address this issue, and as part of implementing the service-oriented architecture, the Library will regard its digital library services as a single business with a single data store that can be applied to a range of contexts. Rather than developing separate applications to meet a new requirement, each requirement would be viewed as a business enhancement that could be applied across all relevant business contexts.

### Open-source Solutions

In the context of the new IT architecture, the Library has adopted a policy of undertaking regular reviews of the capability of its software products and will consider open-source solutions where appropriate. For functionality developed inhouse, it is proposed that the Library return intellectual property to the public domain.

## Innovation

In 2006–2007, the Library undertook a range of IT development activities aimed to improve its services. In addition to the IT architecture project, these included:

- extending MusicAustralia to allow the discovery and purchase of contemporary Australian music
- enhancing Libraries Australia to provide a better user experience through the implementation of relevance-ranked search results
- enabling Libraries Australia and PictureAustralia to be searched via the OpenSearch protocol (this was

part of a broader initiative among national cultural institutions to support the discovery of items held in their collections)

- completing a major redevelopment of the software used to support PANDORA: Australia's Web Archive
- implementing a wiki and blog infrastructure to support collaboration internally and with our external partners
- using an open journal publishing system based on open-source software to host two scholarly associations' journals: *Reviews in Australian Studies* and *Journal of the Association for the Study of Australian Literature*.

## Infrastructure and Services

The Library's digital collections currently occupy 121 terabytes of storage capacity. Figure 2.4 shows the growth in storage required to support the Library's digital collections. The routine selective digitisation of the Library's collections, together with the acquisition of unique Australian born-digital material through PANDORA: Australia's Web Archive, requires the Library to provide an additional 20 terabytes of storage each year. This figure is expected to jump to almost 110 terabytes per year during the Australian Newspaper Digitisation Project. The Library has completed two Australian web domain harvests, the first required eight terabytes of storage, the second required an additional 39 terabytes of storage. Subsequent domain harvests are expected to be even larger. Figure 2.5 shows the Library's digital collection by material type.

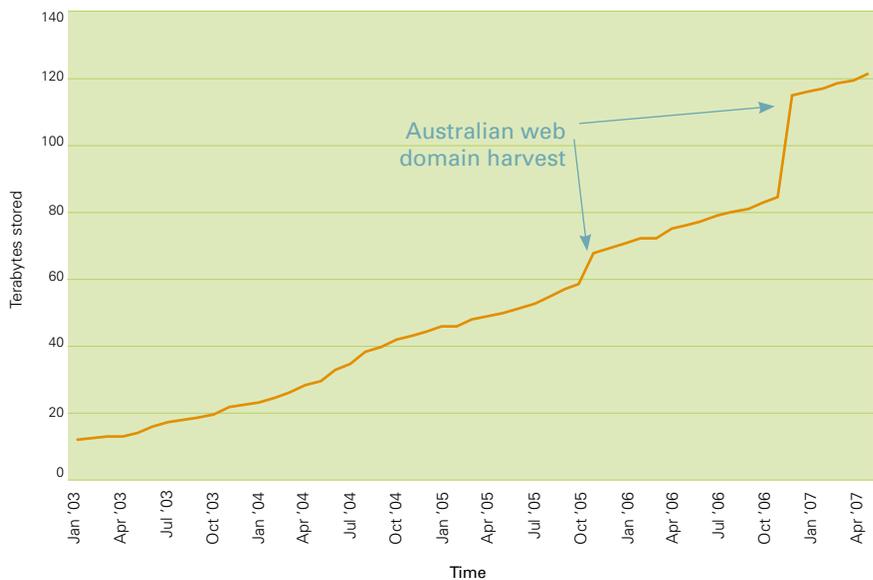


Figure 2.4 Growth in digital collection storage, January 2003 to April 2007

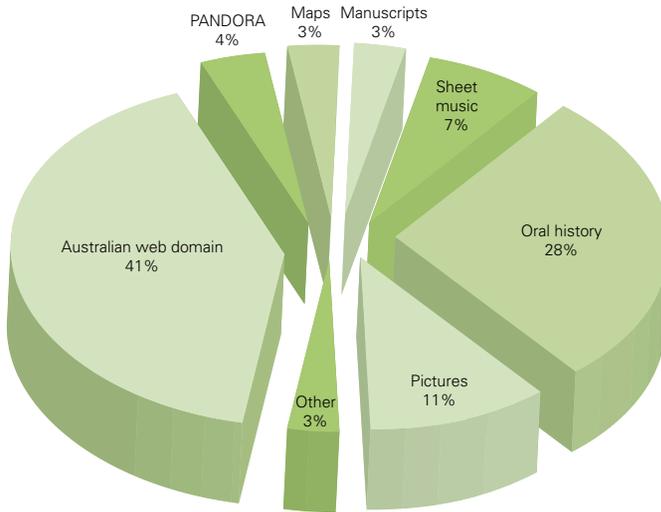


Figure 2.5 Digital collection storage by material

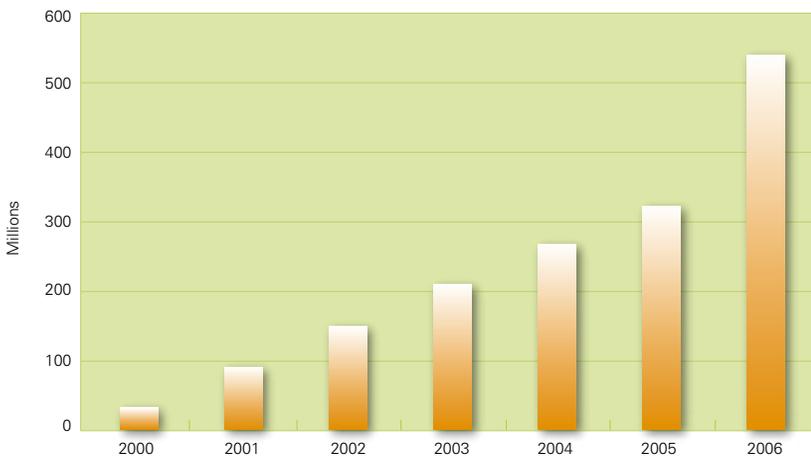


Figure 2.6 Web page views, 2000–2006

The Library also supports a substantial IT infrastructure to enable access to its own and other collections. Figure 2.6 shows the growth in the use of the Library's web-based services since 2000. The strong growth for 2006 was driven primarily by increased use of Libraries Australia and PictureAustralia, although all major services experienced continued growth.

Underpinning these storage and access services must be reliable IT infrastructure. The average availability during the year of nine key service areas is shown in Table 2.5.

The target availability of 99.5 per cent was met for all services except PANDORA: Australia's Web Archive and Libraries Australia. PANDORA suffered a server failure over a weekend. Although gathering of new items was delayed, public access to the service was not affected. The target was not met for Libraries Australia because of a problem with the search service in August and significant problems associated with the TeraText Database System in February and March.

Under its asset management program, the Library continued to regularly

replace or upgrade IT infrastructure. The reporting period saw several important developments:

- The capacity of the disk storage systems was substantially increased from 24 to 200 terabytes. The major component of this upgrade will be used to support the Australian Newspaper Digitisation Project.
- A refresh of desktop PCs in the Library's reading rooms was completed. The new PCs have been configured with substantially greater protection from viruses and spyware.
- A number of corporate, network and digital library servers were upgraded.
- A comprehensive network monitoring/management system was implemented.
- Network firewalls were replaced.
- The redesign of the Library's internal network commenced.

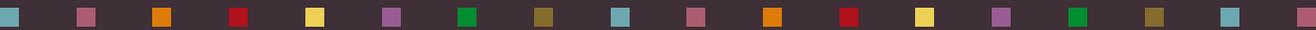
**Table 2.5 Availability of nine key service areas, 2006–2007**

Service	Availability (%)
Local Area Network	99.99
File Services (Microsoft Windows Servers)	99.92
Email (Microsoft Exchange)	100.00
Website	99.91
Integrated Library Management System	100.00
PANDORA: Australia's Web Archive	99.41
Finance One	100.00
Libraries Australia	97.43
PictureAustralia	100.00



# 3

## Report of Operations





In this chapter, the Library reports on its operations in terms of four outputs:

- Output 1.1: The Collection
- Output 1.2: Information Services
- Output 1.3: Public Programs
- Output 1.4: Australian Library Network Services.

## Output 1.1: The Collection

### Description

To 'ensure a comprehensive record of Australian history and endeavour, and a selected record of the world's knowledge, is collected, cared for and accessible', Australian library materials and a selection of non-Australian publications are collected, catalogued and preserved by the Library for current and future access. The Australian collection includes print publications such as books, serials, maps and music scores, which are collected comprehensively, and online publications and unpublished

material such as manuscripts, pictures and oral histories, which are collected selectively. A considerable collection of general overseas and rare book materials, as well as world-class Asian and Pacific collections augment the Australiana collections. Selected materials from the collections are digitised to provide immediate online access. Preservation programs are in place for the print and digital collections to ensure their long-term access.

Table 3.1 provides details of funds appropriated and spent in support of Output 1.1 in 2006–2007.

**Table 3.1** Output 1.1: funds appropriated and spent, 2006–2007

	Budget 2006–2007 (\$'000)	Actual 2006–2007 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	18 145	18 145	–
Revenue from other sources	3 371	5 834	2 463

## Performance

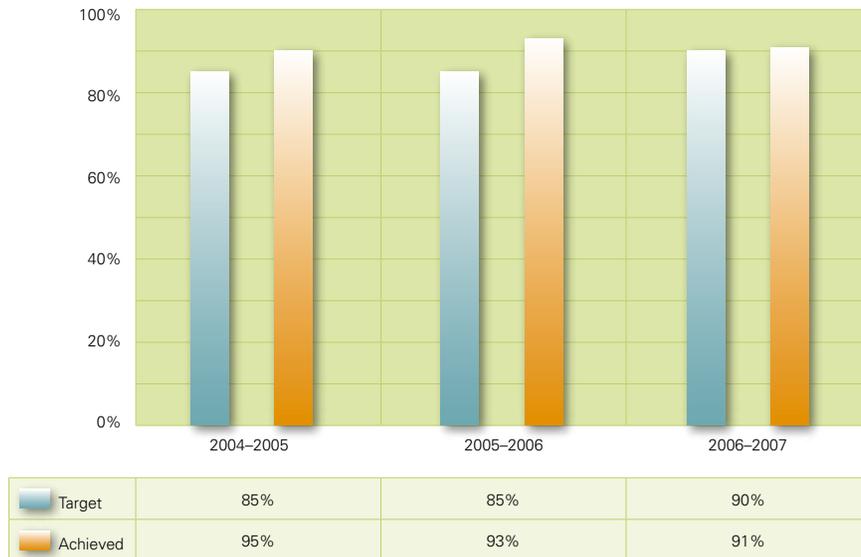
Table 3.2 shows measures, targets and achievements in relation to Output 1.1 in 2006–2007.

**Table 3.2** Output 1.1: measures, targets and achievements, 2006–2007

	Measure	Target	Achieved
Effectiveness	<i>Appropriate and effective collecting</i> Percentage of Australian publications within the Collection Development Policy that have been collected	90%	91%
	<i>Effective access to the collection</i> Percentage of new items catalogued on the Australian National Bibliographic Database	100%	98%
	<i>Effective access to the collection</i> Percentage of targeted older material catalogued on the Australian National Bibliographic Database	100%	100%
Quality	Percentage of items checked in, catalogued or indexed within standards and timeframes	95%	97%
	Percentage of time environmental storage standards met for the high-priority collections <sup>a</sup>	90%	92%
Quantity	Number of collection items stored and maintained <sup>b</sup>	6 026 700	5 917 469
	Number of collection items acquired and/or processed or digitised	371 000	369 673
Price	Cost per collection item maintained	\$0.45	\$0.50
	Cost per collection item acquired and/or processed or digitised	\$49.33	\$46.96

- a From 2006–2007, a new approach to measuring performance against this target was introduced to focus more on high-priority collection material.
- b The 2006–2007 target includes 100 000 pages digitised as part of the Australian Newspaper Digitisation Project. However, the commencement of digitisation was delayed because setting up the project and preparing workflows and digitisation requirements took longer than expected. Consequently, no pages were actually digitised in 2006–2007.

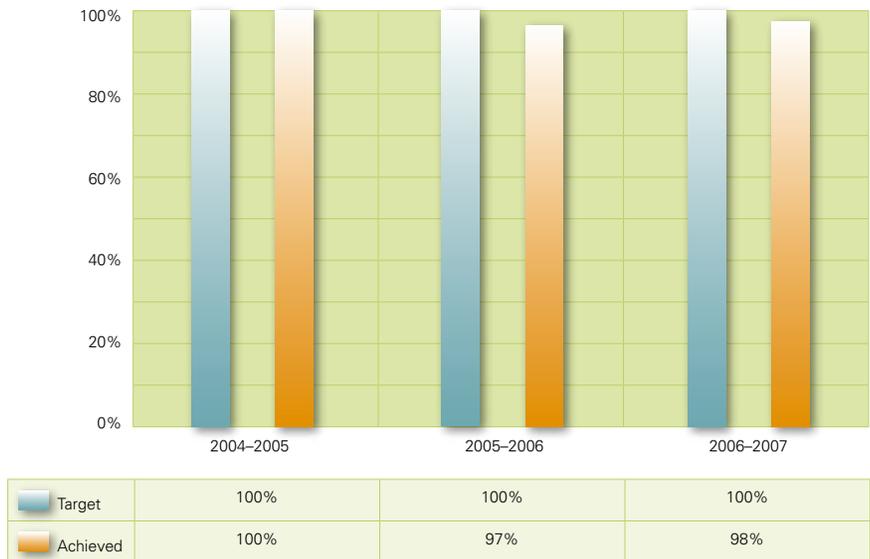
## Effectiveness



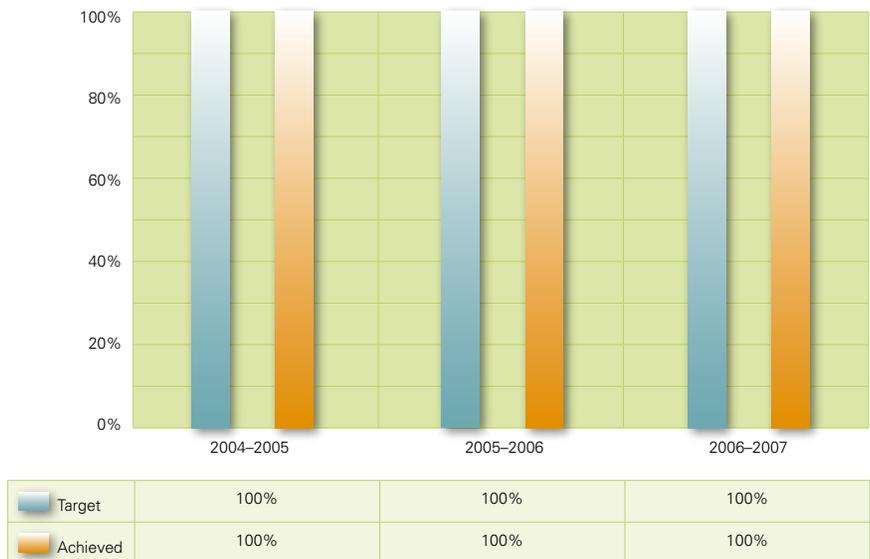
**Figure 3.1** Percentage of Australian publications within the Collection Development Policy that have been collected, 2004–2005 to 2006–2007

Collecting new Australian publications via legal deposit was slightly ahead of target—91 per cent of publications were collected compared with a target of 90 per cent. This outcome continues

the above-target performance of the previous two years and is the result of ongoing awareness-raising of legal deposit obligations among publishers.



**Figure 3.2** Percentage of new items catalogued on the Australian National Bibliographic Database, 2004-2005 to 2006-2007

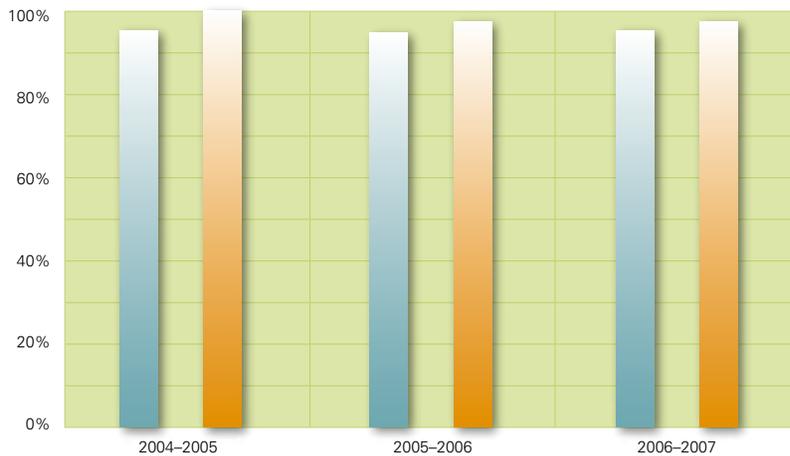


**Figure 3.3** Percentage of targeted older material catalogued on the Australian National Bibliographic Database, 2004-2005 to 2006-2007

Performance against the target for the percentage of new items catalogued was slightly below target at 98 per cent. This is due largely to difficulties in recruiting and retaining suitably trained staff throughout

the year. The target for the percentage of older material catalogued on the Australian National Bibliographic Database was met, improving awareness of the Library's holdings through online catalogues.

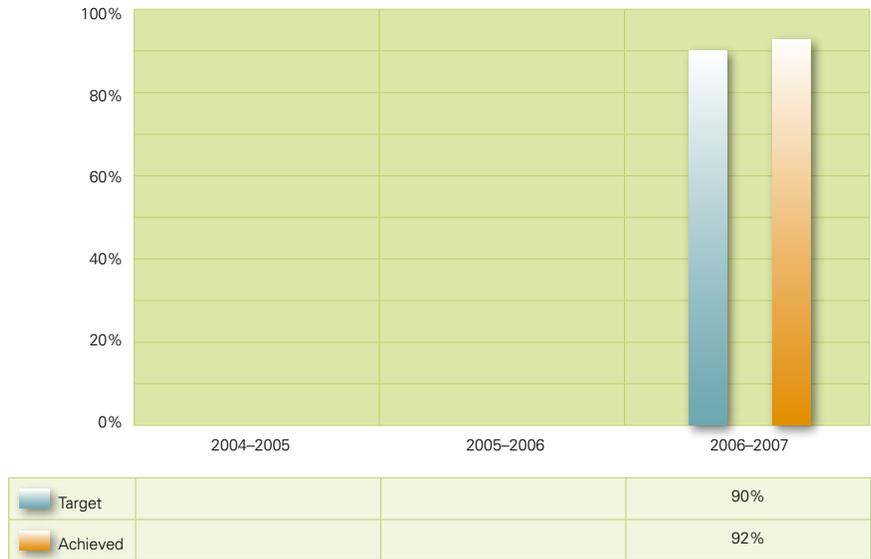
## Quality



Target	95%	95%	95%
Achieved	100%	98%	97%

**Figure 3.4** Percentage of items checked in, catalogued or indexed within standards and timeframes, 2004–2005 to 2006–2007

The target for the percentage of items checked in, catalogued or indexed within standards and timeframes was exceeded.

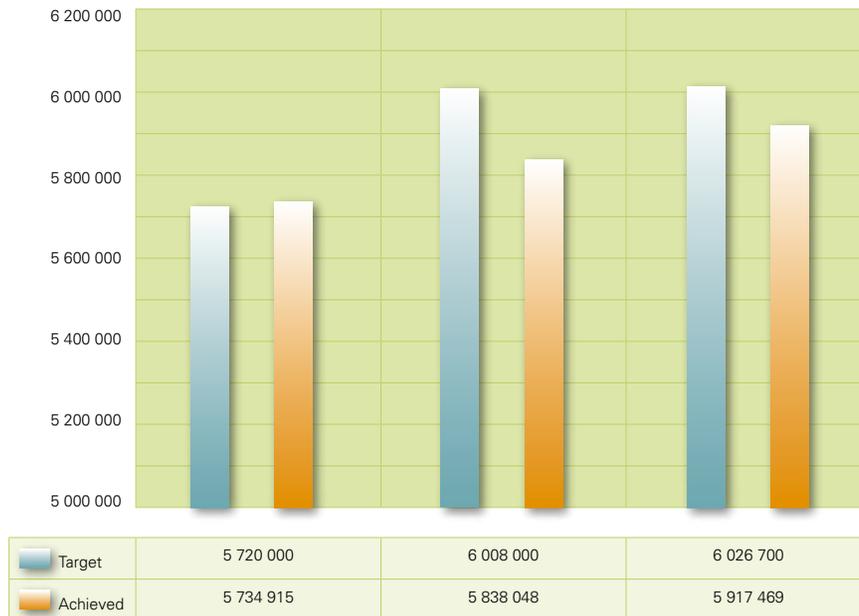


**Figure 3.5 Percentage of time environmental storage standards met for the high-priority collections, 2006–2007**

Note: From 2006–2007, a new approach to measuring performance against this target was introduced to focus more on high-priority collection material. There are no comparable data for 2004–2005 and 2005–2006.

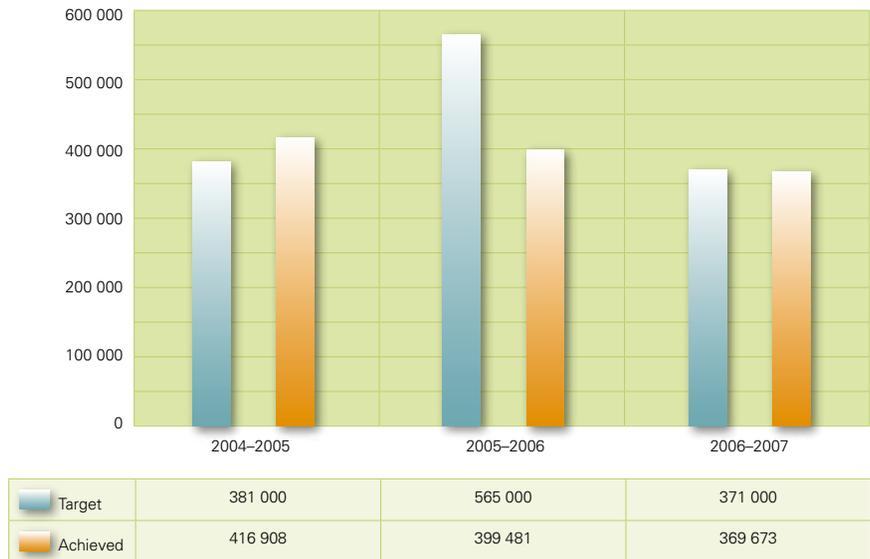
The Library aims to store high-priority collections in environmental conditions that assist in the preservation of this important material. During the reporting period, the high-priority collections, which consist of approximately 60 per cent of the Library’s collections, were stored within acceptable conditions for 92 per cent of the time. This figure exceeded the target of 90 per cent.

## Quantity



**Figure 3.6** Number of collection items stored and maintained, 2004–2005 to 2006–2007

The target for the number of collection items stored and maintained included 100 000 pages digitised as part of the Australian Newspaper Digitisation Project, which was not achieved due to the delayed commencement of the project. Taking this into account, the number of collection items stored and maintained was slightly under target as fewer than estimated maps and journal issues were received.



**Figure 3.7** Number of collection items acquired and/or processed or digitised, 2004-2005 to 2006-2007

The combined target for the number of collection items acquired and/or processed or digitised was not reached because fewer than expected maps and Australian journal issues were added to the collections. Individual targets for the number of catalogue records added to the national online catalogue, the number of items digitised and the number of journal index entries created were met.

## Price

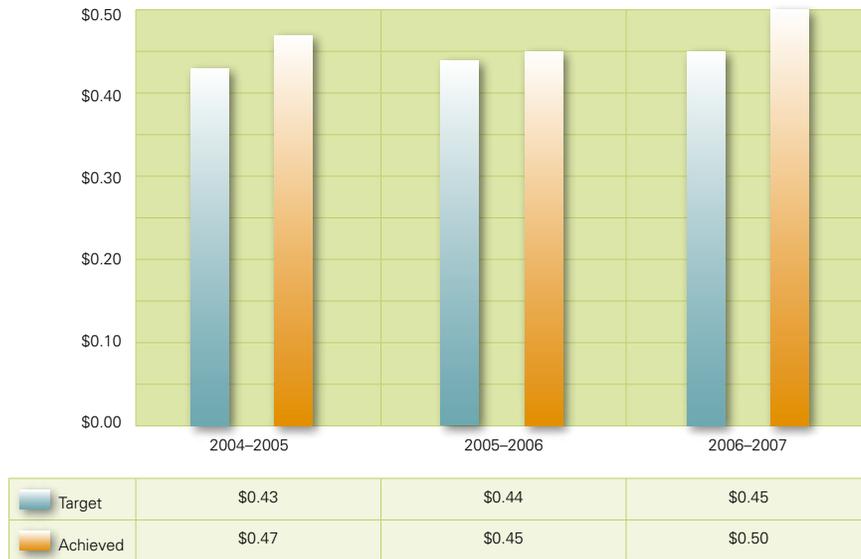


Figure 3.8 Cost per collection item maintained, 2004–2005 to 2006–2007



Figure 3.9 Cost per collection item acquired and/or processed or digitised, 2004–2005 to 2006–2007

## Key Issues and Developments

Significant achievements for the year included the completion of the conversion of the holdings and catalogue records for Australian and overseas serials from manual files to online records, and the completion of a project to add over 85 000 holdings records for second copies of Australian books. Both projects have greatly improved discovery and retrieval of collection material through online catalogues.

Purchase of catalogue records from external sources where available has enabled the Library to provide much improved access to materials in a cost-effective way. In addition, the Library has implemented automated processes to generate catalogue records for some categories of collection material, resulting in better exposure and access through the online catalogue. Thousands of records were generated during the year using this approach.

The Library's regional office in Jakarta instituted a number of new procedures to improve turnaround time and quality of cataloguing for all new Indonesian books acquired by the Jakarta office. Consignments are shipped to participant libraries more often and full-level catalogue records are now prepared in Jakarta and added directly to the Library catalogue.

The collection of overseas full-text online resources was expanded with the acquisition of some significant collections including the JSTOR Arts and Sciences collection, which provides access to the archived backfiles of over 500 journals; Project Muse, which hosts more than 290 humanities, arts and social sciences electronic journals; and EIU.com, which contains extensive country analyses and forecasts prepared by the Economic Intelligence Unit.

In building its collections, the Library maintains a specific interest in Asia and

the Pacific. Staff made acquisition visits to French Polynesia, the Cook Islands and West Papua, and completed a project to improve mechanisms for the ongoing supply of library materials from Papua New Guinea.

The second harvest of the free component of the Australian web domain was completed and added 596 million unique files to the Library's collection of Australian web resources, which is nearly three times as many files collected in the first harvest in 2005–2006. The domain harvest provides a valuable benchmark and foundation for the Library to develop future web-archiving strategies. In addition, the Library commenced a project to trial the archiving of Asian websites of research interest, using the services of the Internet Archive.

The Australian Newspaper Digitisation Project commenced during 2006–2007. Over the next four years the Library will digitise and deliver online one major newspaper from each Australian state and territory, amounting to approximately 3.5 million newspaper pages. The project is a key component of the Library's ongoing digitisation activities to make our Australian collections more visible and accessible, and will provide an important online resource to support historical research. The Library will develop the online search and delivery function inhouse, which will allow integration with the Library's other search and delivery services.

The National Plan for Australian Newspapers, a collaboration involving the state and national libraries, was renamed the Australian Newspaper Plan and the website was redesigned. Significant progress was made in preserving Australian newspapers and making them available for use, and in formulating an action plan to address issues associated with preservation digitisation of newspapers.

## Output 1.2: Information Services

### Description

Information services—‘meeting the needs of our users for rapid and easy access to our collections and other resources’—are delivered nationally and internationally. These services may be delivered onsite through the Library’s reading rooms or offsite via services including AskNow—a collaborative national online reference service—and

Copies Direct, which provides access to library collections through loans and the supply of copies. Access to the Library’s collections is also provided through a range of electronic services including the collaborative websites Australia Dancing and MusicAustralia.

Table 3.3 provides details of funds appropriated and spent in support of Output 1.2 in 2006–2007.

**Table 3.3** Output 1.2: funds appropriated and spent, 2006–2007

	Budget 2006–2007 (\$'000)	Actual 2006–2007 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	31 703	31 703	–
Revenue from other sources	2 767	3 729	962

### Performance

Table 3.4 shows measures, targets and achievements in relation to Output 1.2 in 2006–2007.

**Table 3.4** Output 1.2: measures, targets and achievements, 2006–2007

	Measure	Target	Achieved
Effectiveness	Percentage of requests for collection items met	90%	93%
Quality	Percentage of users satisfied with the information services provided	90%	86%
	Percentage of Service Charter standards met	100%	100%
Quantity	Number of information services transactions	7 330 000	7 536 072
Price	Cost per information services transaction	\$4.83	\$4.49

Effectiveness

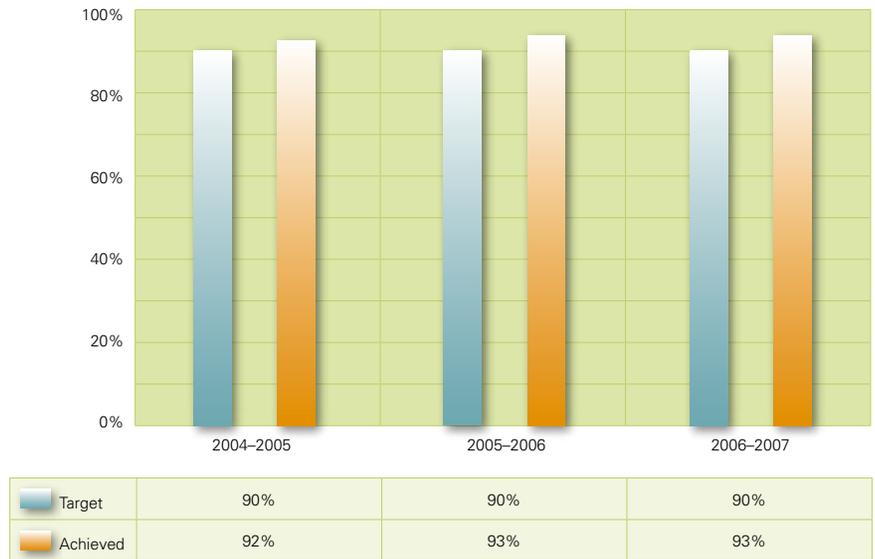
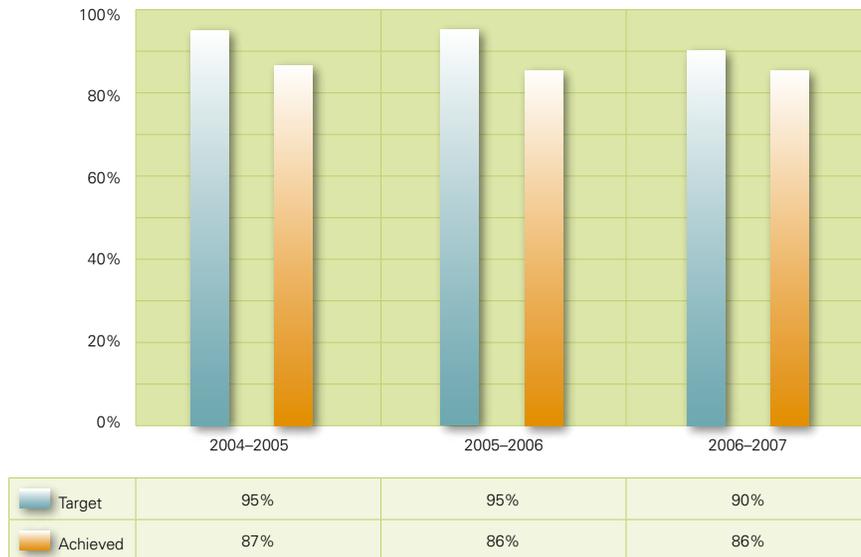


Figure 3.10 Percentage of requests for collection items met, 2004-2005 to 2006-2007

The effectiveness target was exceeded.

## Quality



**Figure 3.11 Percentage of users satisfied with the information services provided, 2004–2005 to 2006–2007**

The quality target is derived from a weighted average of customer satisfaction surveys for onsite and offsite information services, collection delivery transactions and web services. No user satisfaction surveys were undertaken in 2006–2007. The last survey took place in May 2006. The percentage target for user satisfaction was reduced to 90 per cent, reflecting lower satisfaction with web services than services provided directly to users by Library staff.

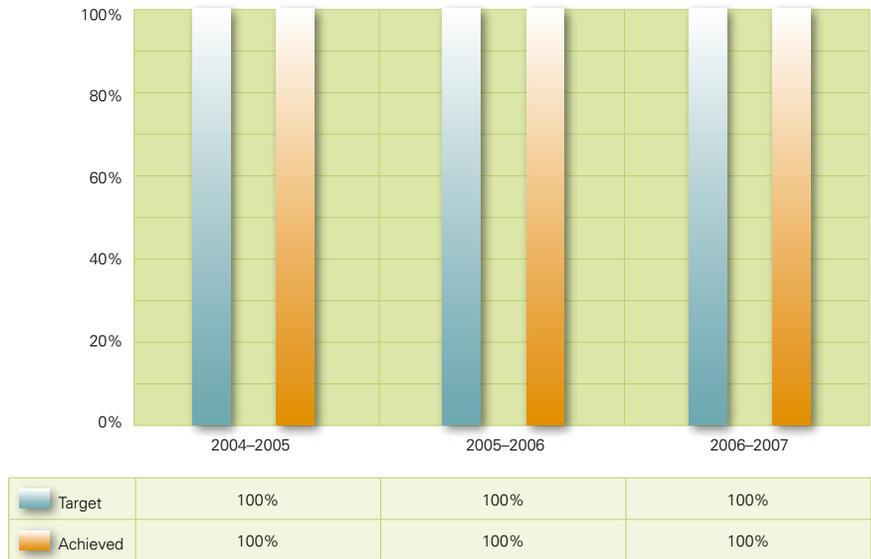
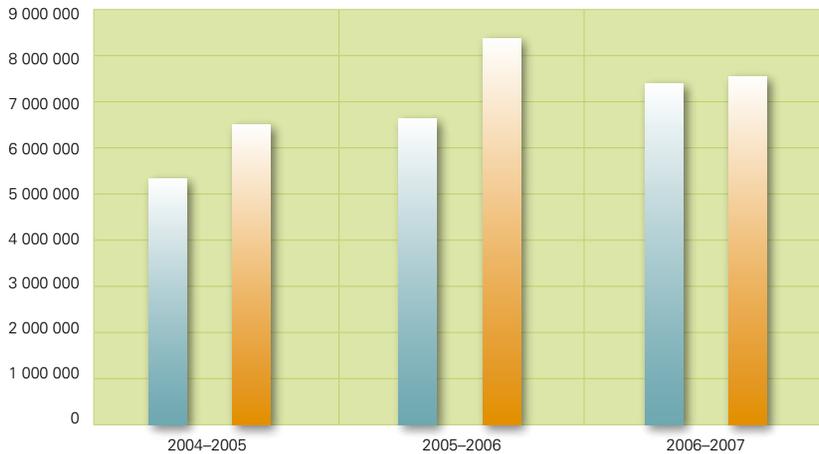


Figure 3.12 Percentage of Service Charter standards met, 2004–2005 to 2006–2007

The Library’s Service Charter specifies delivery times for collection items, response times for reference enquiries and the availability of the Library’s website. All Service Charter achievements were met. For further details of the standards, see the Service Charter section on pages 28–30.

### Quantity

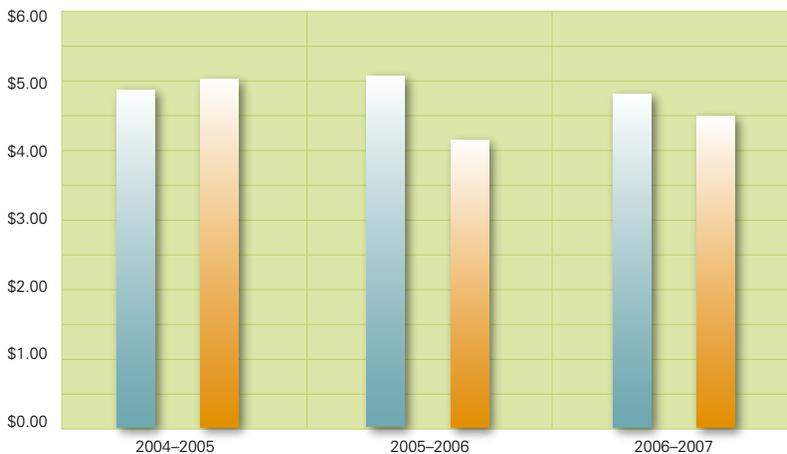


Target	5 207 000	6 778 000	7 330 000
Achieved	6 529 077	8 179 757	7 536 072

Figure 3.13 Number of information services transactions, 2004–2005 to 2006–2007

Information services transactions comprise all reference enquiries and use of collections onsite, offsite and online. This year, the target was raised and exceeded.

### Price



Target	\$4.87	\$5.04	\$4.83
Achieved	\$5.01	\$4.14	\$4.49

Figure 3.14 Cost per information services transaction, 2004–2005 to 2006–2007

## Key Issues and Developments

From January 2007 the Library ceased its evening opening hours for the Newspapers and Microforms Reading Room. Readers wishing to use newspaper and microform materials in the evenings and on Sundays are now able to do so in the Main Reading Room by prior arrangement. Low patronage and the high costs of operating the reading room were the principal reasons for the reduction in hours. In addition, many newspaper resources are now available online and can be accessed from any reading room. Requests for after-hours access have averaged 4.5 readers per day. In July 2007, the Library will implement eCallslips for newspapers, making it easier for users to request material at any time and from offsite.

In a further improvement to workflows, the Library integrated management of reference enquiries responded to by staff in all reading rooms into one central enquiry management system. As well as enabling better monitoring of turnaround time and response quality, selected responses are also edited for publication on Frequently Asked Questions—a searchable

database on the Library's website. This has proved popular, with up to 17 000 page views recorded in some months.

During 2006–2007 improvements were made to the Library's Document Delivery Service, which commenced inter-operating with the Libraries Australia Document Delivery Service via an international standard protocol. This allows inter-library loan and document delivery requests from participating libraries to be transferred to the Library for processing through a single system, with improvements to response times, payment processing and workflows, and more efficient delivery of copies to users.

A new digital collections website was created to improve user access to the Library's digitised collections. Through this website, the Library is able to showcase the breadth and depth of its digitised collections. It allows users to explore the Australian story through exciting pictures, rare historical maps, early Australian sheet music, manuscripts and personal papers created by notable Australians, selected printed works from the Library's Australian and overseas collections, and selected audio recordings from our oral history and folklore collections.

## Output 1.3: Public Programs

### Description

Public programs—‘promoting the Library, and interpreting and making its collections and other documentary resources more widely accessible’—are delivered nationally and internationally to targeted audiences and the general public. Public programs—including events, exhibitions, education and publishing activities, communications and marketing, development

activities, volunteer and Friends of the National Library programs, and a bookshop promoting Australian publishing—contribute to the Library’s desired outcome of ‘demonstrating our prominence in Australia’s cultural, intellectual and social life and fostering understanding and enjoyment of the National Library and its collections’.

Table 3.5 provides details of funds appropriated and spent in support of Output 1.3 in 2006–2007.

**Table 3.5** Output 1.3: funds appropriated and spent, 2006–2007

	Budget 2006–2007 (\$'000)	Actual 2006–2007 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	6 042	6 042	–
Revenue from other sources	2 022	2 093	71

### Performance

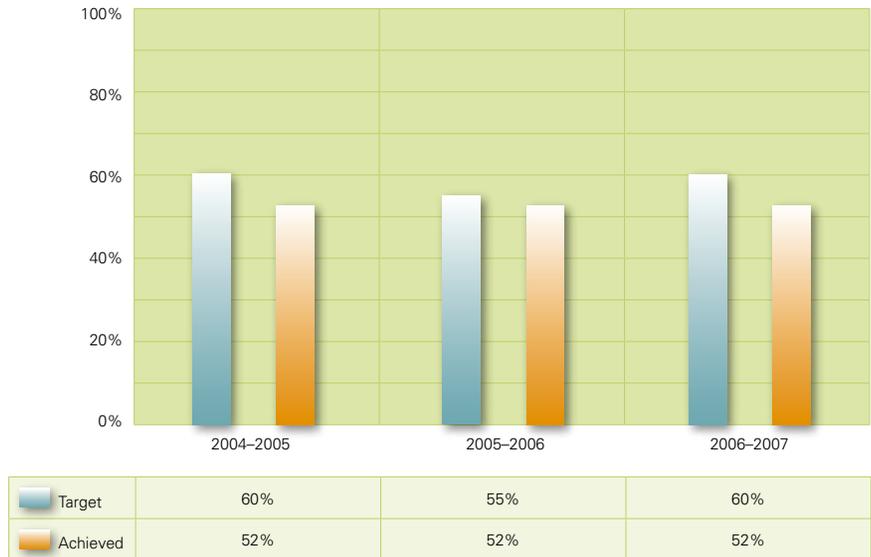
Table 3.6 shows measures, targets and achievements in relation to Output 1.3 in 2006–2007.

**Table 3.6** Output 1.3: measures, targets and achievements, 2006–2007

	Measure	Target	Achieved
Effectiveness	<i>Community interest in and awareness of the Library</i> Percentage of the Australian population who are aware of the Library	60%	52% (May 2004) <sup>a</sup>
Quality	Percentage of visitors to, and/or participants in, public programs activities who are satisfied	95%	97%
Quantity	Number of visitors to, and/or participants in, public programs activities	1 503 000	1 998 652
Price	Cost per visitor or participant in public programs	\$5.24	\$4.00

a Date of last survey

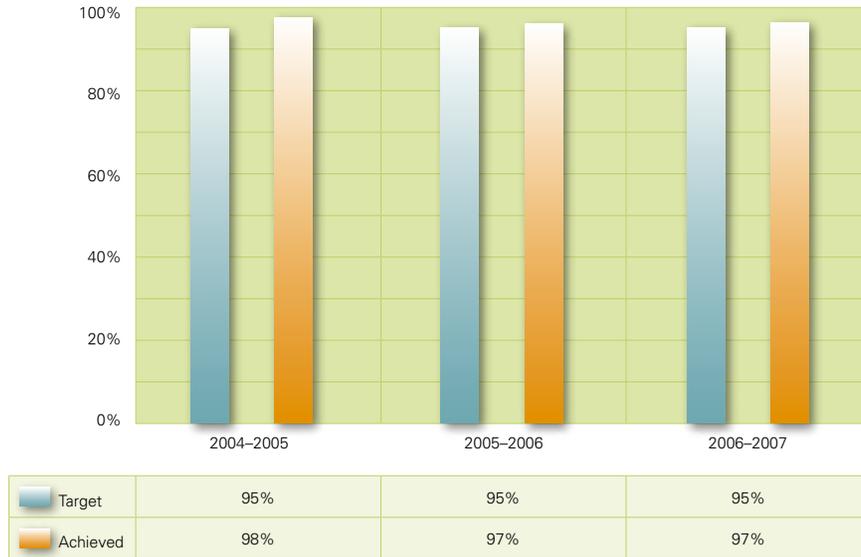
Effectiveness



**Figure 3.15 Percentage of the Australian population who are aware of the Library, 2004-2005 to 2006-2007**

The Library undertook an omnibus survey in 2004 to assess the level of public awareness and perception of the Library nationally. The survey has not been repeated and the measure is under review.

## Quality



**Figure 3.16** Percentage of visitors to, and/or participants in, public programs activities who are satisfied, 2004–2005 to 2006–2007

The assessment of the quality of public programs has in recent years been arrived at through a combination of surveys of visitor satisfaction with onsite exhibitions and outreach activities, and reports of host venue satisfaction with the Library's travelling exhibitions.

In 2006–2007, public programs achieved an overall 97 per cent satisfaction rating, once again exceeding the target. The satisfaction rating is derived from monitoring satisfaction of stakeholders across a range of measures associated with public programs.

## Quantity

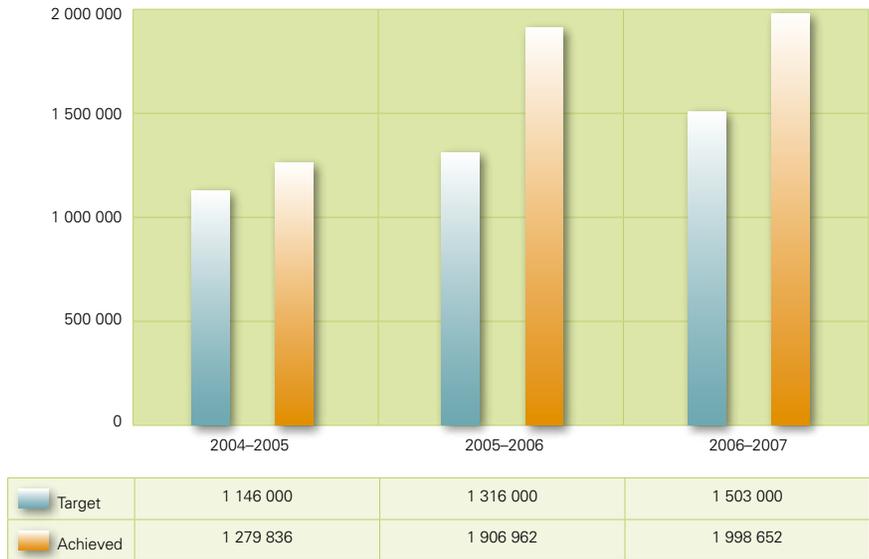


Figure 3.17 Number of visitors to, and/or participants in, public programs activities, 2004-2005 to 2006-2007

Participation in public programs, both in person and via the website, has continued to exceed projections. Visits to public programs websites exceeded projections by more than 34 per cent, reflecting a growing interest in both new and traditional ways of engaging with interpretative programs offered by the Library.

Since it began its national tour in March 2006, the *National Treasures from Australia's Great Libraries* exhibition has travelled to venues in six capital cities, including the Tasmanian Museum and Art Gallery, the State Library of New South Wales, the State Library of Queensland, the Flinders University Art Museum (located in the State Library of South Australia), the Museum and Art Gallery of the Northern Territory, and the Western Australian Museum. This popular

exhibition exceeded its overall visitation target for this year by 66 per cent, with the Tasmanian Museum and Art Gallery and State Library of South Australia significantly exceeding their targets by 26 331 and 29 514, respectively.

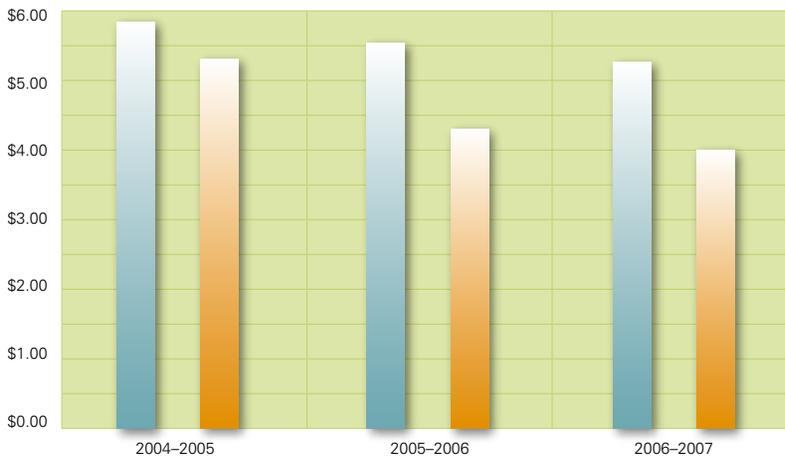
Other exhibitions contributing to the visitation numbers include:

- *Facing Percy Grainger*, presented by the Library in association with the University of Melbourne's Grainger Museum
- *Donald Friend: A Charmed Life*, an exhibition containing 155 works from private collections and national institutions, and coinciding with the release of the fourth and final volume of the edited diaries of the artist Donald Friend

- *Joseph Lycett: Convict Artist*, an exhibition initiated by the Historic Houses Trust of New South Wales and developed in partnership with the Library and the State Library of New South Wales
- *Cooe: Australia in the 19th Century*, a survey of life in nineteenth-century Australia, featuring watercolours and photographs held in the Library's collections.

Public outreach activities exceeded expectations by 23 per cent with many programs well attended, including the 2006 Kenneth Myer Lecture presented by Geoffrey Robertson QC, the annual Friends of the National Library's event celebrating Thomas Keneally, and a major conference, *Love and Desire: Literature and the Intimate*.

## Price



Target	\$5.85	\$5.52	\$5.24
Achieved	\$5.36	\$4.38	\$4.00

Figure 3.18 Cost per visitor or participant in public programs, 2004–2005 to 2006–2007

## Key Issues and Developments

During 2006–2007, there were 68 new loans to 12 exhibitions, curated by major institutions in New Zealand, France and five Australian states and territories.

Publications and merchandise are distributed nationally through 515 retail outlets and online through the Library's website. The number of distribution outlets increased by 65 from 2005–2006, with a highlight being ABC bookstores. Attendance at gift fairs and events throughout Australia, including Floriade, continued to promote Library products nationally.

The Friends of the National Library continued to play a central role in the cultural life of the organisation, hosting a number of public events that showcased the collections and aspects of the Library's work. This year, membership of the Friends of the National Library increased by 11 per cent to 1706, reflecting continued increasing community engagement with the Library.

The final showing for the *National Treasures from Australia's Great Libraries* exhibition was launched on 29 June at the Western Australian Museum. This exhibition will conclude in 2007–2008, drawing to a close a six-year project held in collaboration with all of Australia's state and territory libraries and generously supported by eight sponsors and the Australian Government through Visions of Australia and Art Indemnity Australia.

The *Bunyips* travelling exhibition toured to 11 venues in Western Australia while managed by the State Library of Western Australia, and is now with Country Arts South Australia where it will continue to travel to a further 13 venues next year. This small exhibition commenced in 2001 and continues to be popular throughout Australia.

The Library's fundraising efforts for a Treasures Gallery continue to achieve excellent results, with over \$2.3 million raised against the initial \$3 million target. Work has commenced on a detailed gallery design brief and significant work on this project will continue in 2007–2008.

## Output 1.4: Australian Library Network Services

### Description

Collaborative projects and services, leading to improved national access to documentary resources, are delivered to the Australian library community. These services include the free and subscription Libraries Australia search service—based on the Australian National Bibliographic Database—and PictureAustralia, which provides access to the online picture collections of nearly 50 cultural agencies.

These resource-sharing services contribute to the Library's desired outcome of 'ensuring that Australians have access to vibrant and relevant information services', in particular by 'working collaboratively with libraries and other institutions to implement a national plan of action'.

Table 3.7 provides details of funds appropriated and spent in support of Output 1.4 in 2006–2007.

**Table 3.7** Output 1.4: funds appropriated and spent, 2006–2007

	Budget 2006–2007 (\$'000)	Actual 2006–2007 (\$'000)	Variation to budget (\$'000)
Departmental appropriations	2 428	2 428	–
Revenue from other sources	3 924	4 426	502

## Performance

Table 3.8 shows measures, targets and achievements in relation to Output 1.4 in 2006–2007.

**Table 3.8** Output 1.4: measures, targets and achievements, 2006–2007

	Measure	Target	Achieved
Effectiveness	<i>Use of resource-sharing services</i> Percentage of key research libraries that subscribe to the Libraries Australia service	100%	100%
	Net retention of Libraries Australia customer libraries	95%	100%
	Percentage of stakeholders that rate resource-sharing services as successful in achieving improved access to information resources	90%	89%
Quality	Percentage of resource-sharing services that are delivered within set standards and specified timeframes	98%	100%
	Percentage of Libraries Australia customer libraries satisfied with the quality of resource-sharing services	90%	88%
Quantity	Number of searches on resource-sharing databases	11 049 000	15 598 219
Price	Cost per search on resource-sharing databases	\$0.54	\$0.38

Effectiveness

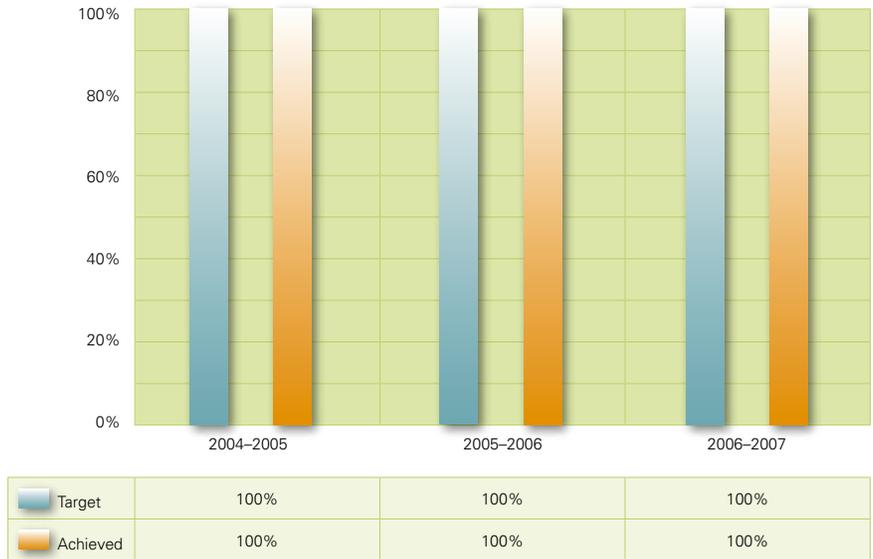


Figure 3.19 Percentage of key research libraries that subscribe to the Libraries Australia service, 2004–2005 to 2006–2007

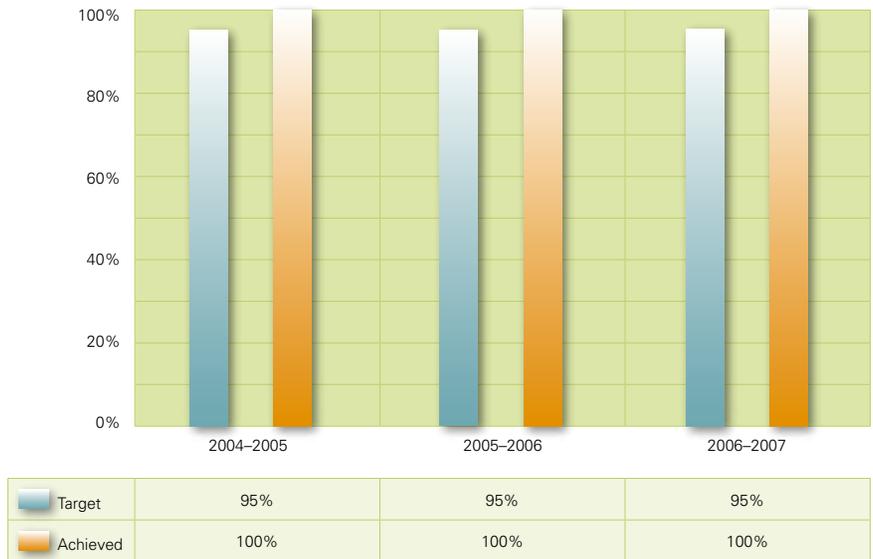


Figure 3.20 Net retention of Libraries Australia customer libraries, 2004–2005 to 2006–2007



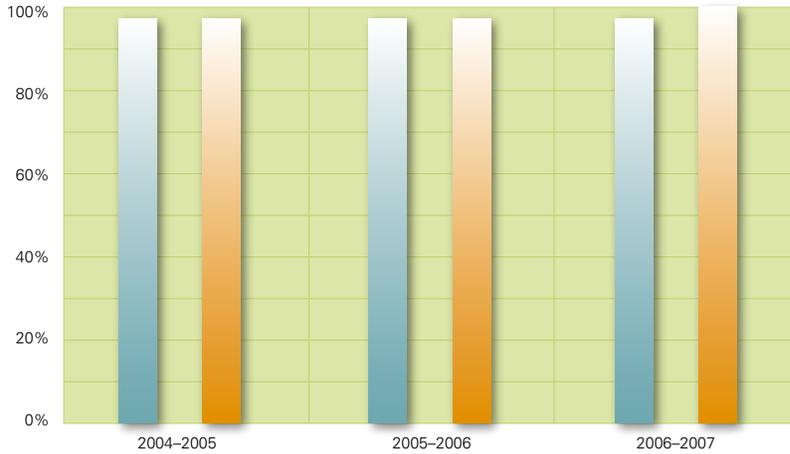
**Figure 3.21 Percentage of stakeholders that rate resource-sharing services as successful in achieving improved access to information resources, 2004-2005 to 2006-2007**

The percentage of key research libraries that subscribe to Libraries Australia has remained at 100 per cent during the reporting period, while the percentage of Libraries Australia customers retained was 100 per cent.

In 2007, a Libraries Australia Stakeholder and Customer Satisfaction

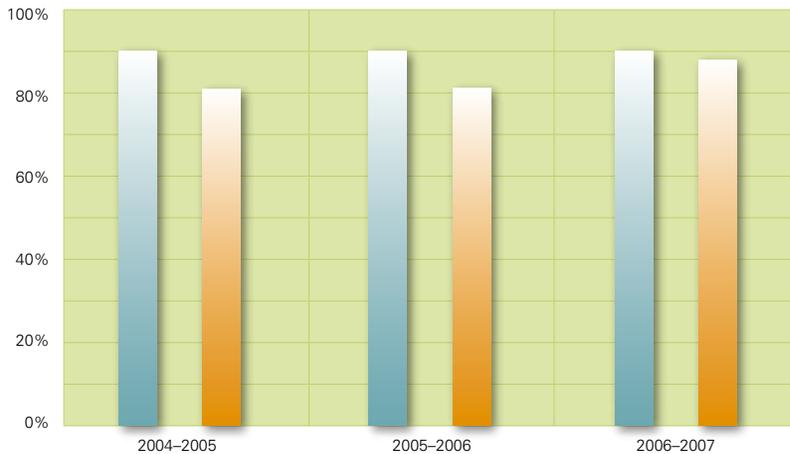
Survey was undertaken. The percentage of stakeholders that rate resource-sharing services as successful in achieving improved access to information resources was 89 per cent, which was a significant improvement over the result of 83 per cent from the last survey conducted in 2002.

Quality



Target	98%	98%	98%
Achieved	98%	98%	100%

Figure 3.22 Percentage of resource-sharing services that are delivered within set standards and specified timeframes, 2004–2005 to 2006–2007



Target	90%	90%	90%
Achieved	81%	81%	88%

Figure 3.23 Percentage of Libraries Australia customer libraries satisfied with the quality of resource-sharing services, 2004–2005 to 2006–2007

One hundred per cent of resource-sharing services were delivered within set standards and specified timeframes. In 2007, a Libraries Australia Stakeholder and Customer Satisfaction Survey was undertaken. The percentage of Libraries Australia customers satisfied with the quality of resource-sharing services was 88 per cent, which was a significant improvement over the result of 81 per cent from the last survey conducted in 2002.

Quantity

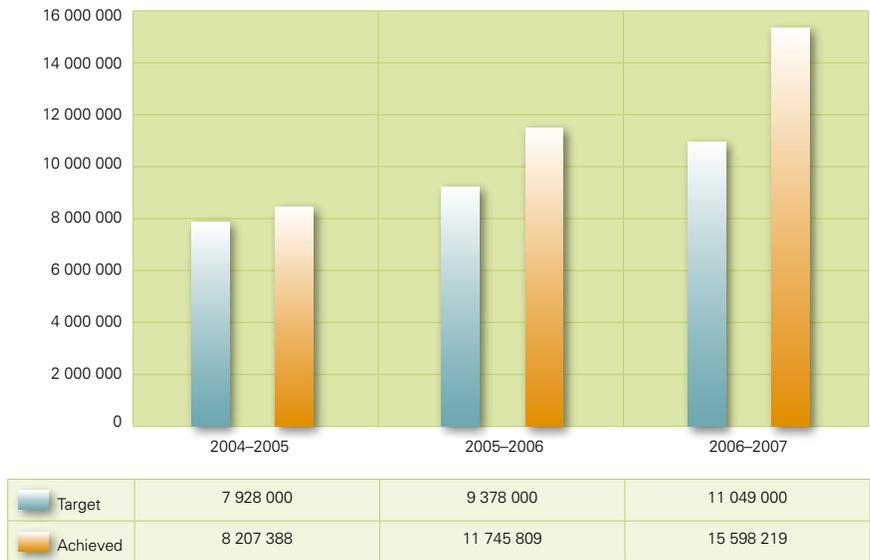


Figure 3.24 Number of searches on resource-sharing databases, 2004-2005 to 2006-2007

There were 15 598 219 searches on resource-sharing databases during the reporting period. This figure is 4 549 219 (41 per cent) above the target and 3 852 410 (33 per cent) above that achieved in 2005-2006. Of the 41 per

cent increase, 67 per cent occurred within Libraries Australia subscription searches, 13 per cent within the Libraries Australia free search service, and there was a 13 per cent increase in PictureAustralia searching.

## Price

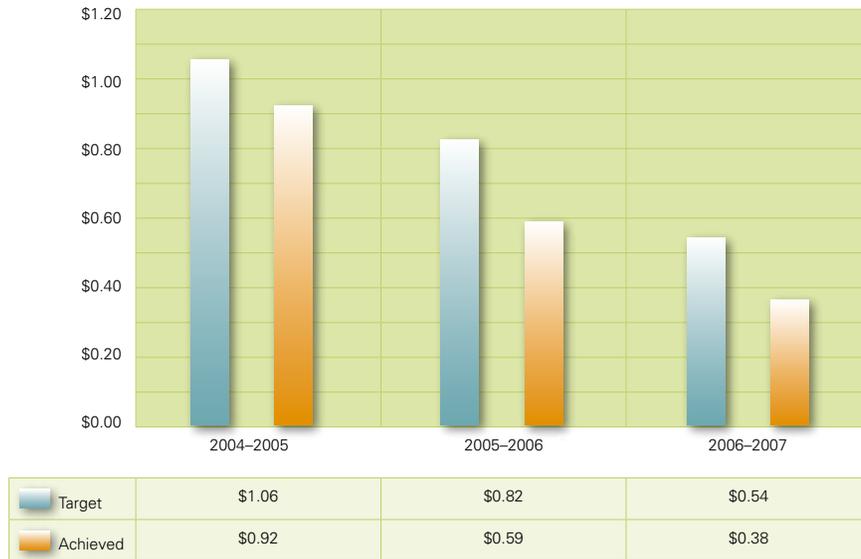


Figure 3.25 Cost per search on resource-sharing databases, 2004–2005 to 2006–2007

## Key Issues and Developments

The key achievement of 2006–2007 was increasing access to the Australian National Bibliographic Database through a variety of technologies. It is now possible to search Libraries Australia from any browser page, independently of the Libraries Australia search interface. Similarly, both Libraries Australia and PictureAustralia now support web searching using a protocol known as OpenSearch. Enhancements to improve search response times and the relevance ranking of results were also made.

During the reporting period, the Library sought to make it easier to catalogue digital and digitised resources through the release of guidelines on cataloguing remote access electronic resources, and on microform cataloguing. The release of a new version of the desktop software for cataloguing makes it easier to add records in Chinese auto-transliteration scripts.

Use of Libraries Australia continued to grow, including through an exchange of materials between Australian and New Zealand libraries. A total of 5474 items were supplied to New Zealand libraries and 2054 items were supplied to Australian libraries from New Zealand.

PictureAustralia added three new participants in 2006–2007: The Australian

National University School of Art, the Curtin University Library and the Historic Houses Trust of New South Wales. A new photographic theme—our town—allowed Australians to contribute photographs of their hometowns and other local spaces to PictureAustralia via the Flickr photograph-sharing service.

The ARROW Discovery Service, which integrates access to 70 000 scholarly research outputs from across the university library sector, demonstrates the growth in institutional repositories holding digital content.

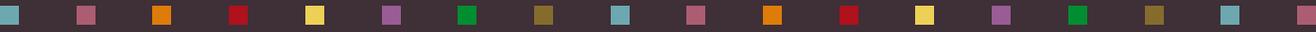
A new development project to bring together access to rich historical information about individuals commenced in 2006–2007. Known as PeopleAustralia, the proposed service will make it easier to locate biographical information about significant Australians from a single web access point.

In May 2007, an agreement was signed between the Library and the US-based OCLC (Online Computer Library Center) that gives all Australian libraries which subscribe to Libraries Australia unlimited cataloguing and search access to WorldCat. WorldCat is the largest bibliographic database in the world containing information on over 1 billion items held by almost 60 000 libraries in 110 countries. The agreement came into effect on 1 July 2007.



# 4

## Financial Statements





## AUDITED FINANCIAL STATEMENTS

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## INDEPENDENT AUDITOR'S REPORT

To the Minister for Communications, Information Technology and Arts

### Scope

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

### *The Responsibility of the members of the Council for the Financial Statements*

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

### *Auditor's Responsibility*

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the National Library of Australia's preparation and

fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the National Library of Australia's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of 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*

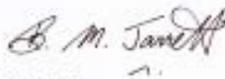
In conducting the audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the ethical requirements of the Australian accounting profession.

#### **Auditor's 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*, and the Australian Accounting Standards (including the Australian Accounting Interpretations); and
- (b) give a true and fair view of the matters required by the Finance Minister's Orders including the National Library of Australia's and the consolidated entity's financial position as at 30 June 2007 and of their financial performance and cash flows for the year then ended.

Australian National Audit Office



Brandon Jarrett  
Executive Director

Delegate of the Auditor-General

Canberra  
3 August 2007

#### STATEMENT BY COUNCIL MEMBERS

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In our opinion, the attached financial statements for the year ended 30 June 2007 are based on properly maintained financial records and give a true and fair view of the matters required by the Finance Minister's Orders made under the Commonwealth Authorities and Companies Act 1997 with the exception of Section 37.2, where the Library has an exemption from the requirement not to depreciate heritage and cultural assets with useful lives exceeding 200 years.

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

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

Signed

J. Gobbo  
Chairman

3 August 2007

Signed

J. Fullerton  
Director-General

3 August 2007

**NATIONAL LIBRARY OF AUSTRALIA**  
**INCOME STATEMENT**  
*for the year ended 30 June 2007*

	Notes	Consolidated		NLA	
		2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>INCOME</b>					
<b>Revenue</b>					
Revenues from Government	2A	58,318	59,230	58,318	59,230
Sale of goods and rendering of services	2B	7,661	7,665	7,596	7,679
Interest	2C	2,464	1,617	2,333	1,518
Royalties	2D	364	374	359	367
Other	2E	5,409	3,126	3,821	3,043
<b>Total revenue</b>		<b>74,216</b>	<b>72,012</b>	<b>72,427</b>	<b>71,837</b>
<b>Gains</b>					
Sale of assets	2F	177	-	177	-
Other gains	2G	7	2	7	2
<b>Total gains</b>		<b>184</b>	<b>2</b>	<b>184</b>	<b>2</b>
<b>Total Income</b>		<b>74,400</b>	<b>72,014</b>	<b>72,611</b>	<b>71,839</b>
<b>EXPENSES</b>					
Employee benefits	3A	31,662	30,997	31,662	30,997
Suppliers	3B	17,211	17,707	17,075	17,652
Grants	3C	465	440	427	427
Depreciation and amortisation	3D	18,350	18,980	18,350	18,980
Finance costs	3E	16	29	16	29
Write-down and impairment of assets	3F	326	310	310	256
Net loss from sale of assets	3G	-	47	-	47
Other expenses	3H	52	55	52	55
<b>Total Expenses</b>		<b>68,082</b>	<b>68,565</b>	<b>67,892</b>	<b>68,443</b>
<b>Operating Surplus Attributable to the Australian Government</b>		<b>6,318</b>	<b>3,449</b>	<b>4,719</b>	<b>3,396</b>

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

**NATIONAL LIBRARY OF AUSTRALIA  
BALANCE SHEET**  
*as at 30 June 2007*

	Notes	Consolidated		NLA	
		2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>ASSETS</b>					
<b>Financial assets</b>					
Cash and cash equivalents	4A	46,322	29,709	44,799	29,478
Trade and other receivables	4B	1,227	1,107	1,174	1,101
Investments	4C	1,820	1,594	-	-
Accrued revenues	4D	765	779	765	779
<b>Total financial assets</b>		<b>50,134</b>	<b>33,189</b>	<b>46,738</b>	<b>31,358</b>
<b>Non-financial assets</b>					
Land and buildings	5A, D, I	171,910	157,835	171,910	157,835
Infrastructure, plant and equipment	5B, C, D	1,485,624	1,489,818	1,485,624	1,489,818
Intangibles	5E, F	5,665	6,290	5,665	6,290
Inventories	5G	1,408	1,301	1,202	1,139
Other non-financial assets	5H	1,880	1,853	1,880	1,853
<b>Total non-financial assets</b>		<b>1,666,487</b>	<b>1,657,097</b>	<b>1,666,281</b>	<b>1,656,935</b>
<b>Total Assets</b>		<b>1,716,621</b>	<b>1,690,286</b>	<b>1,713,019</b>	<b>1,688,293</b>
<b>LIABILITIES</b>					
<b>Payables</b>					
Suppliers	6A	4,670	3,499	4,670	3,499
Grants	6B	38	7	28	7
Other payables	6C	210	181	210	181
<b>Total payables</b>		<b>4,918</b>	<b>3,687</b>	<b>4,908</b>	<b>3,687</b>
<b>Interest Bearing Liabilities</b>					
Leases	7	71	182	71	182
<b>Total interest bearing liabilities</b>		<b>71</b>	<b>182</b>	<b>71</b>	<b>182</b>
<b>Provisions</b>					
Employees provisions	8	10,581	10,645	10,581	10,645
<b>Total provisions</b>		<b>10,581</b>	<b>10,645</b>	<b>10,581</b>	<b>10,645</b>
<b>Total Liabilities</b>		<b>15,570</b>	<b>14,514</b>	<b>15,560</b>	<b>14,514</b>
<b>Net Assets</b>		<b>1,701,051</b>	<b>1,675,772</b>	<b>1,697,459</b>	<b>1,673,779</b>
<b>EQUITY</b>					
Contributed equity		21,541	16,563	21,541	16,563
Reserves		252,900	238,917	252,900	238,917
Retained surplus		1,426,610	1,420,292	1,423,018	1,418,299
<b>Total Equity</b>		<b>1,701,051</b>	<b>1,675,772</b>	<b>1,697,459</b>	<b>1,673,779</b>
<b>Current Assets</b>		<b>52,544</b>	<b>35,558</b>	<b>49,082</b>	<b>33,690</b>
<b>Non-Current Assets</b>		<b>1,664,077</b>	<b>1,654,728</b>	<b>1,663,937</b>	<b>1,654,603</b>
<b>Current Liabilities</b>		<b>13,426</b>	<b>12,513</b>	<b>13,416</b>	<b>12,513</b>
<b>Non-Current Liabilities</b>		<b>2,144</b>	<b>2,001</b>	<b>2,144</b>	<b>2,001</b>

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

**NATIONAL LIBRARY OF AUSTRALIA**  
**STATEMENT OF CASH FLOWS**  
*for the year ended 30 June 2007*

	Notes	Consolidated		NLA	
		2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>OPERATING ACTIVITIES</b>					
<b>Cash received</b>					
Goods and services		9,074	9,542	9,003	9,516
Appropriations		58,318	59,230	58,318	59,230
Interest		2,220	1,512	2,137	1,415
Net GST received		1,459	2,153	1,459	2,153
Other cash received		3,155	1,126	1,551	929
Cash received on behalf of others		120	254	120	254
<b>Total cash received</b>		<b>74,346</b>	<b>73,817</b>	<b>72,588</b>	<b>73,497</b>
<b>Cash used</b>					
Employees		(32,438)	(31,761)	(32,438)	(31,762)
Suppliers		(17,256)	(19,426)	(17,043)	(19,229)
Borrowing costs		(17)	(29)	(17)	(29)
Other cash used		(433)	(461)	(406)	(448)
<b>Total cash used</b>		<b>(50,144)</b>	<b>(51,677)</b>	<b>(49,904)</b>	<b>(51,468)</b>
<b>Net cash from or (used by) Operating Activities</b>	9	<b>24,202</b>	<b>22,140</b>	<b>22,684</b>	<b>22,029</b>
<b>INVESTING ACTIVITIES</b>					
<b>Cash received</b>					
Proceeds from sales of property, plant and equipment		208	2	208	2
Investments		8,526	166	8,319	-
<b>Total cash received</b>		<b>8,734</b>	<b>168</b>	<b>8,527</b>	<b>2</b>
<b>Cash Used</b>					
Purchase of property, plant and equipment		(11,710)	(23,365)	(11,710)	(23,365)
Purchase of intangibles		(728)	(2,188)	(728)	(2,188)
Investments		(8,752)	(330)	(8,319)	-
<b>Total cash used</b>		<b>(21,190)</b>	<b>(25,883)</b>	<b>(20,757)</b>	<b>(25,553)</b>
<b>Net cash from or (used by) Investing Activities</b>		<b>(12,456)</b>	<b>(25,715)</b>	<b>(12,230)</b>	<b>(25,551)</b>
<b>FINANCING ACTIVITIES</b>					
<b>Cash received</b>					
Appropriations – contributed equity		4,978	7,485	4,978	7,485
<b>Total cash received</b>		<b>4,978</b>	<b>7,485</b>	<b>4,978</b>	<b>7,485</b>
<b>Cash used</b>					
Repayment of debt		(111)	(98)	(111)	(98)
<b>Total cash used</b>		<b>(111)</b>	<b>(98)</b>	<b>(111)</b>	<b>(98)</b>
<b>Net cash from or (used by) financing activities</b>		<b>4,867</b>	<b>7,387</b>	<b>4,867</b>	<b>7,387</b>
<b>Net increase or (decrease) in cash held</b>		<b>16,613</b>	<b>3,812</b>	<b>15,321</b>	<b>3,865</b>
Cash at the beginning of the reporting period		29,709	25,897	29,478	25,613
<b>Cash at the end of the reporting period</b>	4A	<b>46,322</b>	<b>29,709</b>	<b>44,799</b>	<b>29,478</b>

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

**NATIONAL LIBRARY OF AUSTRALIA**  
**STATEMENT OF CHANGES IN EQUITY (CONSOLIDATED)**  
*for the year ended 30 June 2007*

	Retained Earnings		Asset Revaluation Reserve		Contributed equity / capital		Total Equity	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>Opening balance</b>								
Balance carried forward from previous period	1,420,292	1,416,814	238,917	314,838	16,563	9,078	1,675,772	1,740,730
Adjustment for errors	-	-	-	-	-	-	-	-
Adjustment for changes in accounting policies	-	29	-	-	-	-	-	29
<b>Adjusted opening balance</b>	<b>1,420,292</b>	<b>1,416,843</b>	<b>238,917</b>	<b>314,838</b>	<b>16,563</b>	<b>9,078</b>	<b>1,675,772</b>	<b>1,740,759</b>
<b>Income and expense</b>								
Income and expenses recognised directly in equity								
Revaluation adjustment	-	-	13,983	(75,921)	-	-	13,983	(75,921)
<b>Subtotal income and expenses recognised directly in equity</b>	<b>-</b>	<b>-</b>	<b>13,983</b>	<b>(75,921)</b>	<b>-</b>	<b>-</b>	<b>13,983</b>	<b>(75,921)</b>
Surplus for the period	6,318	3,449	-	-	-	-	6,318	3,449
<b>Total income and expenses</b>	<b>6,318</b>	<b>3,449</b>	<b>13,983</b>	<b>(75,921)</b>	<b>-</b>	<b>-</b>	<b>20,301</b>	<b>(72,472)</b>
of which:								
attributable to Australian Government	6,318	3,449	13,983	(75,921)	-	-	20,301	(72,472)
<b>Transactions with owners</b>								
<b>Distributions to owners</b>								
Returns on capital:								
Dividends	-	-	-	-	-	-	-	-
Returns on capital:								
Restructuring	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Contributions by owners</b>								
Appropriations (equity injections)	-	-	-	-	4,978	7,485	4,978	7,485
Other								
Restructuring	-	-	-	-	-	-	-	-
<b>Sub-total transactions with owners</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,978</b>	<b>7,485</b>	<b>4,978</b>	<b>7,485</b>
Transfers between equity components	-	-	-	-	-	-	-	-
<b>Closing balance as at 30 June</b>	<b>1,426,610</b>	<b>1,420,292</b>	<b>252,900</b>	<b>238,917</b>	<b>21,541</b>	<b>16,563</b>	<b>1,701,051</b>	<b>1,675,772</b>

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

**NATIONAL LIBRARY OF AUSTRALIA**  
**STATEMENT OF CHANGES IN EQUITY (NLA)**  
*for the year ended 30 June 2007*

	Retained Earnings		Asset Revaluation Reserve		Contributed equity / capital		Total Equity	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>Opening balance</b>								
Balance carried forward from previous period	1,418,299	1,414,874	238,917	314,838	16,563	9,078	1,673,779	1,738,790
Adjustment for errors	-	-	-	-	-	-	-	-
Adjustment for changes in accounting policies	-	29	-	-	-	-	-	29
<b>Adjusted opening balance</b>	<b>1,418,299</b>	<b>1,414,903</b>	<b>238,917</b>	<b>314,838</b>	<b>16,563</b>	<b>9,078</b>	<b>1,673,779</b>	<b>1,738,819</b>
<b>Income and expense</b>								
Income and expenses recognised directly in equity								
Revaluation adjustment	-	-	13,983	(75,921)	-	-	13,983	(75,921)
<b>Subtotal income and expenses recognised directly in equity</b>	<b>-</b>	<b>-</b>	<b>13,983</b>	<b>(75,921)</b>	<b>-</b>	<b>-</b>	<b>13,983</b>	<b>(75,921)</b>
Surplus for the period	4,719	3,396	-	-	-	-	4,719	3,396
<b>Total income and expenses</b>	<b>4,719</b>	<b>3,396</b>	<b>13,983</b>	<b>(75,921)</b>	<b>-</b>	<b>-</b>	<b>18,702</b>	<b>(72,525)</b>
of which:								
attributable to Australian Government	4,719	3,396	13,983	(75,921)	-	-	18,702	(72,525)
<b>Transactions with owners</b>								
<b>Distributions to owners</b>								
Returns on capital:								
Dividends	-	-	-	-	-	-	-	-
Returns on capital:								
Restructuring	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Contributions by Owners</b>								
Appropriations (equity injections)	-	-	-	-	4,978	7,485	4,978	7,485
Other								
Restructuring	-	-	-	-	-	-	-	-
<b>Sub-total transactions with owners</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,978</b>	<b>7,485</b>	<b>4,978</b>	<b>7,485</b>
Transfers between equity components	-	-	-	-	-	-	-	-
<b>Closing balance as at 30 June</b>	<b>1,423,018</b>	<b>1,418,299</b>	<b>252,900</b>	<b>238,917</b>	<b>21,541</b>	<b>16,563</b>	<b>1,697,459</b>	<b>1,673,779</b>

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

## NATIONAL LIBRARY OF AUSTRALIA SCHEDULE OF COMMITMENTS

as at 30 June 2007

BY TYPE	2007	2006	2007	2006
	\$'000	\$'000	\$'000	\$'000
<b>Commitments Receivable</b>				
GST recoverable on commitments	(1,867)	(841)	(1,867)	(841)
Other	(1,727)	(1,479)	(1,727)	(1,479)
<b>Total commitments receivable</b>	<b>(3,594)</b>	<b>(2,320)</b>	<b>(3,594)</b>	<b>(2,320)</b>
<b>Capital Commitments</b>				
Buildings	13,703	1,347	13,703	1,347
Infrastructure, plant and equipment	370	26	370	26
Collections <sup>1</sup>	362	221	362	221
<b>Total capital commitments</b>	<b>14,435</b>	<b>1,594</b>	<b>14,435</b>	<b>1,594</b>
<b>Other commitments</b>				
Operating leases <sup>2</sup>	4,620	4,454	4,620	4,454
Other commitments <sup>3</sup>	3,271	3,620	3,271	3,620
<b>Total Other Commitments</b>	<b>7,891</b>	<b>8,074</b>	<b>7,891</b>	<b>8,074</b>
<b>Net Commitments By Type</b>	<b>18,732</b>	<b>7,348</b>	<b>18,732</b>	<b>7,348</b>
<b>BY MATURITY</b>				
<b>Commitments Receivable</b>				
<b>Other commitments receivable</b>				
One year or less	(2,051)	(1,658)	(2,051)	(1,658)
From one to five years	(1,481)	(555)	(1,481)	(555)
Over five years	(62)	(107)	(62)	(107)
<b>Total operating commitments receivable</b>	<b>(3,594)</b>	<b>(2,320)</b>	<b>(3,594)</b>	<b>(2,320)</b>
<b>Capital Commitments</b>				
One year or less	10,128	1,426	10,128	1,426
From one to five years	4,307	168	4,307	168
Over five years	-	-	-	-
<b>Total capital commitments</b>	<b>14,435</b>	<b>1,594</b>	<b>14,435</b>	<b>1,594</b>
<b>Operating Lease Commitments</b>				
One year or less	867	749	867	749
From one to five years	3,066	2,531	3,066	2,531
Over five years	687	1,174	687	1,174
<b>Total operating lease commitments</b>	<b>4,620</b>	<b>4,454</b>	<b>4,620</b>	<b>4,454</b>
<b>Other Commitments</b>				
One year or less	2,216	2,810	2,216	2,810
From one to five years	1,055	810	1,055	810
Over five years	-	-	-	-
<b>Total other commitments</b>	<b>3,271</b>	<b>3,620</b>	<b>3,271</b>	<b>3,620</b>
<b>Net Commitments By Maturity</b>	<b>18,732</b>	<b>7,348</b>	<b>18,732</b>	<b>7,348</b>

NB: Commitments are GST inclusive where relevant.

<sup>1</sup> Collection commitments represent contracts for the purchase of collection items.

<sup>2</sup> Operating leases included are effectively non-cancellable and comprise:

- Lease for warehouse which expires in May 2013;
- Lease for an exhibitions workshop which expires in November 2007 and has a total contingent rental component of \$37,877; and
- Agreements for the provision of motor vehicles to senior executive officers.

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

**NATIONAL LIBRARY OF AUSTRALIA  
SCHEDULE OF CONTINGENCIES (Consolidated)  
as at 30 June 2007**

Contingent Liabilities	Guarantees		Indemnities		Uncalled shares or capital subscriptions		Claims for damages or costs		Warranties		Letters of comfort		TOTAL		
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	
Balance from previous period															
New	36	36	-	-	-	-	-	-	-	-	-	-	-	-	36
Re-measurement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Liabilities crystallised	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Obligations expired	(28)	-	-	-	-	-	-	-	-	-	-	-	-	-	(28)
<b>Total Contingent Liabilities</b>	<b>8</b>	<b>36</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8</b>
<b>Contingent Assets</b>															
Balance from previous period															
New	-	-	-	-	-	-	6	7	-	-	-	-	-	-	6
Re-measurement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Assets crystallised	-	-	-	-	-	-	(1)	(1)	-	-	-	-	-	-	(1)
Expired	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Contingent Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5</b>
<b>Net Contingent Liability</b>	<b>-</b>	<b>36</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3)</b>	<b>(3)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(30)</b>

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

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

**NATIONAL LIBRARY OF AUSTRALIA  
SCHEDULE OF CONTINGENCIES (NLA)**  
*as at 30 June 2007*

Contingent Liabilities	Guarantees		Indemnities		Uncalled shares or capital subscriptions		Claims for damages or costs		Warranties		Letters of comfort		TOTAL			
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000		
Balance from previous period		36	-	-	-	-	-	-	-	-	-	-	-	36	36	
New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Re-measurement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Liabilities crystallised	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Obligations expired	(28)	-	-	-	-	-	-	-	-	-	-	-	-	(28)	-	
<b>Total Contingent Liabilities</b>	<b>8</b>	<b>36</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8</b>	<b>36</b>	<b>36</b>	
<b>Contingent Assets</b>																
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	
Balance from previous period	-	-	-	-	-	-	-	7	6	-	-	-	-	-	6	7
New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Re-measurement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Assets crystallised	-	-	-	-	-	-	-	(1)	(1)	-	-	-	-	-	(1)	(1)
Expired	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Contingent Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>6</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>6</b>	<b>6</b>
<b>Net Contingent Liability</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(30)</b>

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

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

## NATIONAL LIBRARY OF AUSTRALIA

### NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS *for the year ended 30 June 2007*

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## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### Note 1: Summary of Significant Accounting Policies

#### 1.1 Basis of Accounting

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

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

The statements have been prepared in accordance with:

- Finance Minister's Orders (being the *Commonwealth Authorities and Companies (Financial Statements for reporting periods ending on or after 1 July 2006) Orders*) with the exception of Section 37.2, where the Library has an exemption from the requirement not to depreciate heritage and cultural assets with useful lives exceeding 200 years.
- Australian Accounting Standards issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

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

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

Unless an alternative treatment is specifically required by an Australia Accounting Standard or the Finance Minister's Orders, assets and liabilities are recognised in the NLA and Consolidated Balance Sheet when and only when it is probable that future economic benefits will flow to the Library and the amounts of the assets or liabilities can be reliably measured. However, assets and liabilities arising under agreements equally proportionately unperformed are not recognised unless required by an Accounting Standard. Liabilities and assets that are unrealised are reported in the Schedule of Commitments and the Schedule of Contingencies (other than unquantifiable or remote contingences, which are reported at Note 10).

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

#### 1.2 Principles of Consolidation

The consolidated financial statements are those of the economic entity, comprising the NLA (parent entity) and the Library's Trust Accounts. Details of the Trust Accounts may be found at Note 16. The accounts of the Library's Trust Accounts are prepared for the period 1 July 2006 to 30 June 2007 using accounting policies consistent with those of the NLA. The effects of transactions and balances between entities are eliminated in full.

#### 1.3 Significant Accounting Judgements and Estimates

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

#### 1.4 Statement of Compliance

Australian Accounting Standards require a statement of compliance with International Financial Reporting Standards (IFRS) to be made where the financial report complies with these standards. Some Australian equivalents to IFRS and other Australian Accounting Standards contain requirements specific to not-for-profit entities that are inconsistent with IFRS requirements. The Library is a not-for-profit entity and has applied these requirements, so while this financial report complies with Australian Accounting Standards including Australian Equivalents to International Financial Reporting Standards (AEIFRSs) it cannot make this statement.

##### Adoption of new Australian Accounting Standard Requirements

The Library has early adopted AASB 2007-5 Amendments to Australian Accounting Standard – Inventories Held for Distribution by Not-for-Profit Entities. The amended standard removes the requirement to carry inventory held for distribution (i.e. not for sale) at the lower of cost or current replacement cost and replaces this with cost adjusted when applicable for any loss of service potential. This early adoption did not require any consequential adjustments to the Library's valuation of inventories held for distribution. No other accounting standards have been adopted earlier than the effective date in the current period.

The Library is required to disclose Australian Accounting Standards and Interpretations which have been issued, but are not yet effective that have not been early adopted by the Library. The Library has not early adopted any Australian Accounting Standards or Interpretations, which would have resulted in a change to the Library's accounting policies or have effected the amounts reported in the current or prior periods or are estimated to have a financial affect in future reporting periods.

##### Other effective requirement Changes

The following amendments, revised standards or interpretations have become effective, but have had no financial impact or do not apply to the current operations of the Library.

###### Amendments:

- 2006-1 Amendments to Australian Accounting Standards [AASBs 1, 101, and 124]
- 2006-4 Amendments to Australian Accounting Standards [AASBs 1, 132, 139, 1023 and 1038]
- 2006-5 Amendments to Australian Accounting Standards [AASBs 1 and 139]
- 2006-6 Amendments to Australian Accounting Standards [AASB 3]
- 2006-9 Amendments to Australian Accounting Standards [AASBs 4, 132, 139, and 1023]
- 2006-1 Amendments to Australian Accounting Standards [AASB 121]
- 2006-3 Amendments to Australian Accounting Standards [AASB 1045]

###### Interpretations

- UIG 4 Determining whether an Arrangement contains a Lease
- UIG 5 Rights to Interest arising from Decommissioning, Restoration and Environmental Rehabilitation Funds
- UIG 7 Applying the Restatement Approach under AASB 129 Financial Reporting in Hyperinflationary Economies
- UIG 8 Scope of AASB 2
- UIG 9 Reassessment of Embedded Derivatives

##### Future Australian Accounting Standard requirements

The following new standards, amendments to standards or interpretations have been issued by the Australian Accounting Standards Board, but are effective for future reporting periods. It is estimated that the impact of adopting these pronouncements when effective will have no material financial impact on future reporting periods.

Financial instrument disclosure

AASB 7 Financial Instruments: Disclosure is effective for reporting periods beginning on or after 1 January 2007 (the 2007-08 financial year) and amends the disclosure requirements for financial instruments. In general AASB 7 requires greater disclosure than is presently required. Associated with the introduction of AASB 7 a number of accounting standards were amended to reference the new standard or remove the present disclosure requirements through 2006-10. Amendments to Australian Accounting Standards [AASB 1, AASB 4, AASB 101, AASB 114, AASB 117, AASB 132, AASB 133, AASB 139, AASB 1023 and AASB 1038]. These changes have no financial impact, but will affect the disclosure presented in future financial reports.

Other

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

- AASB 1049 Financial Reporting of General Government Sectors by Governments
- UIG 10 Interim Financial Reporting and Impairment

**1.5 Revenue**Resources Received Free of Charge

Services received free of charge are recognised as revenue when and only when a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense. Contributions of assets at no cost of acquisition or for nominal consideration are recognised at their fair value when the asset qualifies for recognition.

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

Other Types of Revenue

Revenue from the sale of goods and services is recognised when:

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

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

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

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

Receivables for goods and services are recognised at the nominal amounts due less any allowance for bad and doubtful debts. Collectability of debts is reviewed at balance date. Provisions are made when collectability of the debt is no longer probable.

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

#### **Revenues from Government**

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

Appropriations receivable are recognised at their nominal amounts.

#### **1.6 Gains**

##### **Other Resources Received Free of Charge**

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

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

##### **Sale of Assets**

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

#### **1.7 Transactions by the Government as Owner**

##### **Equity Injections**

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

##### **Other distribution to owners**

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

#### **1.8 Employee entitlements**

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

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

##### **Leave**

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for sick leave, as all sick leave is non-vesting and the average sick leave

taken in the future by employees of the Library is estimated to be less than the annual entitlement for sick leave.

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

The liability for long service leave has been determined by reference to the work of an actuary undertaken in May 2006. 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 also made for separation and redundancy benefit payments in circumstances where the Library has developed a detailed formal plan for termination and has informed those employees affected that it will carry out the terminations.

#### Superannuation

Employees of the Library are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS) or the PSS accumulation plan (PSSap). The CSS and PSS are defined benefit schemes for the Commonwealth. 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.

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

From 1 July 2005, new employees are eligible to join the PSSap scheme.

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

### **1.9 Leases**

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

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

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

### **1.10 Borrowing Costs**

All borrowing costs are expensed as incurred.

### **1.11 Cash**

Cash comprises notes and coins on hand and any on demand deposits held at call with a bank or financial institution. Cash is recognised at its nominal amount.

### **1.12 Financial Risk Management**

The Library's activities expose it to normal commercial financial risk. As a result of the nature of the Library's activities and internal and Australian Government policies dealing with the management of financial risk, the Library's exposure to market, credit, liquidity and cash flow and fair value interest rate risk is considered to be low.

### **1.13 Investments**

Investments are initially measured at their fair value.

### **1.14 Derecognition of Financial Assets and Liabilities**

Financial assets are derecognised when the contractual rights to the cash flows from the financial asset expire or the asset is transferred to another entity. In the case of a transfer to another entity, it is necessary that the risks and rewards of ownership are also transferred.

Financial liabilities are derecognised when the obligation is discharged, cancelled or expires.

### **1.15 Impairment of Financial Assets**

Financial Assets are assessed for impairment at each balance date.

### **1.16 Suppliers and other payables**

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

### **1.17 Contingent Liabilities and Contingent Assets**

Contingent liabilities and 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 existing liability or asset in respect of which settlement is not probable or the amount cannot be reliably measured. Contingent assets are reported when settlement is probable and contingent liabilities are recognised when settlement is greater than remote.

### **1.18 Acquisition of Assets**

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

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

### 1.19 Property (Land, Buildings and Infrastructure), 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 threshold for the recognition of software assets is \$2,000 (GST exclusive). The purchase of library material regardless of the amount, other than serials, is capitalised as part of the National Collection.

#### Revaluations

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

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

Following initial recognition at cost, property, plant and equipment and the National Collection are carried at fair values less accumulated depreciation and accumulated impairment losses. Valuations are conducted with sufficient frequency to ensure that the carrying amount of assets do not materially differ 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 directly through the Income Statement. Revaluation decrements for a class of assets are recognised through the Income Statement 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 is written-off to the estimated residual value over their estimated useful lives to the Library, using in all cases the straight-line method of depreciation. Leasehold improvements are amortised on a straight-line basis over the lesser of the estimated useful life of the improvements or the unexpired period of the lease.

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

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

	<u>2007</u>	<u>2006</u>
Building and building improvements	<b>10 to 200 years</b>	10 to 200 years
Leasehold improvements	<b>Lease term</b>	Lease term
Plant and equipment	<b>1 to 25 years</b>	1 to 25 years
National collection – general collection	<b>50 years</b>	50 years
National Collection other than the general collection	<b>20 to 825 years</b>	20 to 825 years

All assets were assessed for impairment at 30 June 2007. Where indications of impairment exist, the recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

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

### 1.20 Intangibles

The Library's intangibles comprise purchased software and internally developed software for internal use. These assets are carried at cost.

Software is amortised on a straight-line basis over its anticipated useful life. The useful lives of the Library's software is 2 to 10 years (2005-06: 2 to 10 years).

All software assets were assessed for indications of impairment as at 30 June 2007.

### 1.21 Inventories

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

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

- stores – purchase cost on a first-in-first-out basis adjusted when applicable for any loss of service potential; 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 measured at current replacement cost at the date of acquisition.

### 1.22 Taxation

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

Revenues, expenses and assets are recognised net of GST:

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

### 1.22 Foreign Currency

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

### 1.23 Restricted Assets

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

- the National Library building and the land upon which it stands, Note 5 refers; and
- moneys held in trust funds which represent donations and bequests, which are subject to limitations as to the purpose for which they may be applied, Note 16 refers.

Consolidated		NLA	
2007	2006	2007	2006
\$'000	\$'000	\$'000	\$'000

### Note 2: Income

#### Revenues

#### Note 2A – Revenues from Government

Appropriations for outputs	58,318	59,230	58,318	59,230
<b>Total revenues from government</b>	<b>58,318</b>	<b>59,230</b>	<b>58,318</b>	<b>59,230</b>

#### Note 2B – Sale of goods and rendering of services

Provision of goods to - related entities	22	10	22	10
Provision of goods to - external entities	1,196	1,103	1,125	1,077
<b>Total sales of goods</b>	<b>1,218</b>	<b>1,113</b>	<b>1,147</b>	<b>1,087</b>
Rendering of services to - related entities	829	776	829	776
Rendering of services to - external entities	5,614	5,776	5,620	5,816
<b>Total rendering of services</b>	<b>6,443</b>	<b>6,552</b>	<b>6,449</b>	<b>6,592</b>
<b>Total sales of goods and rendering of services</b>	<b>7,661</b>	<b>7,665</b>	<b>7,596</b>	<b>7,679</b>

#### Note 2C – Interest

Deposits	2,464	1,617	2,333	1,518
<b>Total interest</b>	<b>2,464</b>	<b>1,617</b>	<b>2,333</b>	<b>1,518</b>

	Consolidated		NLA	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>Note 2D – Royalties</b>				
Database royalties	356	359	355	359
Non-database royalties	8	15	4	8
<b>Total royalties</b>	<b>364</b>	<b>374</b>	<b>359</b>	<b>367</b>
<b>Note 2E – Other revenue</b>				
Resources received free of charge	2,249	2,057	2,249	2,057
Grants and other non-reciprocal payments by other entities	1,524	799	1,524	799
Other revenue	1,636	270	48	187
<b>Total other revenue</b>	<b>5,409</b>	<b>3,126</b>	<b>3,821</b>	<b>3,043</b>
<b>GAINS</b>				
<b>Note 2F – Sale of assets</b>				
Infrastructure, plant and equipment				
Proceeds from the sale	208	-	208	-
Carrying value of assets sold	(31)	-	(31)	-
Selling expense	-	-	-	-
<b>Net gain from sale of assets</b>	<b>177</b>	<b>-</b>	<b>177</b>	<b>-</b>
<b>Note 2G – Other gains</b>				
Sale of plant and equipment under the capitalisation threshold	7	2	7	2
<b>Note 3: Expenses</b>				
<b>Note 3A - Employee benefits</b>				
Wages and salaries	23,980	23,022	23,980	23,022
Superannuation	4,295	4,460	4,295	4,460
Leave and other entitlements	3,142	3,163	3,142	3,163
Separation and redundancies	-	143	-	143
Other employee benefits	245	209	245	209
<b>Total employee benefits expenses</b>	<b>31,662</b>	<b>30,997</b>	<b>31,662</b>	<b>30,997</b>

	Consolidated		NLA	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
Provision of goods - related entities	3	12	3	12
Provision of goods - external entities	4,549	4,196	4,495	4,172
Rendering of services - related entities	1,606	2,140	1,606	2,140
Rendering services - external entities	9,701	9,858	9,619	9,827
Operating lease rentals	893	962	893	962
Workers compensation premiums	459	539	459	539
<b>Total supplier expenses</b>	<b>17,211</b>	<b>17,707</b>	<b>17,075</b>	<b>17,652</b>

### Note 3B - Suppliers

### Note 3C - Grant expenses

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 institutions	391	375	391	375
Private Sector - Individuals	74	65	36	52
<b>Total grant expenses</b>	<b>465</b>	<b>440</b>	<b>427</b>	<b>427</b>

### Note 3D - Depreciation and amortisation

Depreciation:				
Plant and equipment	1,970	2,228	1,970	2,228
Heritage and cultural assets	11,569	12,417	11,569	12,417
Building	3,418	3,097	3,418	3,097
<b>Total depreciation</b>	<b>16,957</b>	<b>17,742</b>	<b>16,957</b>	<b>17,742</b>
Amortisation:				
Amortisation of leasehold improvements	12	10	12	10
Amortisation of assets held under finance leases	93	101	93	101
Intangibles - Computer software	1,288	1,127	1,288	1,127
<b>Total amortisation</b>	<b>1,393</b>	<b>1,238</b>	<b>1,393</b>	<b>1,238</b>
<b>Total depreciation and amortisation expenses</b>	<b>18,350</b>	<b>18,980</b>	<b>18,350</b>	<b>18,980</b>

Depreciation expenses are lower by \$119,513 (2005-06: \$361,858 higher) and amortisation expenses are lower by \$9,770 (2005-06: \$24,032 higher) than they would have been as a result of a reassessment of the useful lives of plant and equipment and software.

### Note 3E - Finance costs

Leases	16	29	16	29
<b>Total finance costs</b>	<b>16</b>	<b>29</b>	<b>16</b>	<b>29</b>

	Consolidated		NLA	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>Note 3F - Write-down and impairment of assets</b>				
Inventory	247	228	231	174
Bad and doubtful debts expense - Receivables	4	1	4	1
Write-offs - Plant and equipment	10	71	10	71
Write-offs - Intangibles - Software	65	10	65	10
<b>Total write-down and impairment of assets</b>	<b>326</b>	<b>310</b>	<b>310</b>	<b>256</b>
<b>Note 3G - Net Losses from disposal of assets</b>				
Infrastructure, plant and equipment:				
Proceeds from sale	-	(2)	-	(2)
Carrying value of assets sold	-	49	-	49
Selling expenses	-	-	-	-
<b>Net loss from disposal of assets</b>	<b>-</b>	<b>47</b>	<b>-</b>	<b>47</b>
<b>Note 3H - Other</b>				
Fringe Benefit Tax (Non-remuneration)	52	55	52	55
<b>Total other expenses</b>	<b>52</b>	<b>55</b>	<b>52</b>	<b>55</b>
<b>Note 4: Financial Assets</b>				
<b>Note 4A - Cash and cash equivalents</b>				
Cash at bank and on hand	2,628	6,331	2,234	6,100
Term deposit (Short Term)	43,694	23,378	42,565	23,378
<b>Total cash and cash equivalents</b>	<b>46,322</b>	<b>29,709</b>	<b>44,799</b>	<b>29,478</b>
<b>Note 4B - Trade and other receivables</b>				
Goods and services	428	552	428	552
Interest receivable	379	134	326	128
GST receivable	422	422	422	422
<b>Total receivables (gross)</b>	<b>1,229</b>	<b>1,108</b>	<b>1,176</b>	<b>1,102</b>
Less: Allowance for doubtful debts:				
Goods and services	(2)	(1)	(2)	(1)
<b>Total receivables (net)</b>	<b>1,227</b>	<b>1,107</b>	<b>1,174</b>	<b>1,101</b>

	Consolidated		NLA	
	2007	2006	2007	2006
	\$'000	\$'000	\$'000	\$'000

Receivables (gross) are aged as follows:

Not overdue	988	942	935	936
Overdue by				
Less than 30 days	233	163	233	163
30 to 60 days	5	2	5	2
61 to 90 days	3	1	3	1
More than 90 days	-	-	-	0
<b>Total receivables (gross)</b>	<b>1,229</b>	<b>1,108</b>	<b>1,176</b>	<b>1,102</b>

Receivables are represented by:

Current	988	942	935	936
Non-current	239	165	239	165
<b>Total trade and other receivables (net)</b>	<b>1,227</b>	<b>1,107</b>	<b>1,174</b>	<b>1,101</b>

#### Note 4C – Investments under S.18 of the CAC Act

Fixed Term Deposit with Bank	1,820	1,594	-	-
<b>Total investments</b>	<b>1,820</b>	<b>1,594</b>	<b>-</b>	<b>-</b>

Investments are represented by:

Current	1,820	1,594	-	-
Non-current	-	-	-	-
<b>Total investments</b>	<b>1,820</b>	<b>1,594</b>	<b>-</b>	<b>-</b>

#### Note 4D – Other

Accrued revenues	765	779	765	779
<b>Total other</b>	<b>765</b>	<b>779</b>	<b>765</b>	<b>779</b>

#### Note 5: Non-Financial Assets

##### 5A - Land and building

Land – at fair value	11,350	10,700	11,350	10,700
Buildings				
- at fair value	154,930	138,050	154,930	138,050
- work in progress	5,596	9,041	5,596	9,041
Accumulated depreciation	-	-	-	-
<b>Total buildings and land</b>	<b>171,876</b>	<b>157,791</b>	<b>171,876</b>	<b>157,791</b>
Leasehold improvements				
- fair value	34	44	34	44
- accumulated depreciation	-	-	-	-
<b>Total leasehold improvements</b>	<b>34</b>	<b>44</b>	<b>34</b>	<b>44</b>
<b>Total land and building (non-current)</b>	<b>171,910</b>	<b>157,835</b>	<b>171,910</b>	<b>157,835</b>

	Consolidated		NLA	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>5B - Plant and equipment</b>				
Plant and equipment:				
- fair value	10,015	8,405	10,015	8,405
- leased assets	399	399	399	399
- accumulated depreciation	(1,861)	-	(1,861)	-
- accumulated amortisation	(341)	(248)	(341)	(248)
<b>Total plant and equipment</b>	<b>8,212</b>	<b>8,556</b>	<b>8,212</b>	<b>8,556</b>
<b>5C - Heritage and cultural assets</b>				
National Collection - at fair value	1,488,981	1,481,262	1,488,981	1,481,262
Accumulated depreciation	(11,569)	-	(11,569)	-
<b>Total heritage and cultural</b>	<b>1,477,412</b>	<b>1,481,262</b>	<b>1,477,412</b>	<b>1,481,262</b>

All revaluations are independent and are conducted in accordance with the revaluation policy stated at Note 1. In 2006-07, the revaluations were conducted by independent valuers from the Australian Valuation Office.

Revaluation increments of \$650,000 for land (2005-06:\$1,110,000); of \$13,331,000 for buildings (2005-06: \$317,000); and \$2,000 (2005-06: decrement of \$2,000) for leasehold improvements were credited to the asset revaluation reserve by class and included in the equity section of the balance sheet.

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

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

	Land	Buildings	Other infrastructure, plant and equipment	Heritage and Cultural	TOTAL
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>As at 1 July 2006</b>					
Gross Book Value	10,700	147,135	8,804	1,481,262	1,647,901
Accumulated depreciation / amortisation	n/a	-	(248)	-	(248)
<b>Net Book Value</b>	<b>10,700</b>	<b>147,135</b>	<b>8,556</b>	<b>1,481,262</b>	<b>1,647,653</b>
<b>Additions:</b>					
by purchase or at no cost	-	3,522	1,885	7,719	13,126
Revaluations and impairment through equity	650	13,333	-	-	13,983
Depreciation / amortisation expense	-	(3,430)	(2,188)	(11,569)	(17,187)
<b>Disposals:</b>					
Other disposals	-	-	(41)	-	(41)
<b>Net book value 30 June 2007</b>	<b>11,350</b>	<b>160,560</b>	<b>8,212</b>	<b>1,477,412</b>	<b>1,657,534</b>
Gross Book Value	11,350	160,560	10,414	1,488,981	1,671,305
Accumulated depreciation / amortisation and impairment	-	-	(2,202)	(11,569)	(13,771)
	<b>11,350</b>	<b>160,560</b>	<b>8,212</b>	<b>1,477,412</b>	<b>1,657,534</b>

Table A - Reconciliation of the opening and closing balances of property, plant and equipment (2005-06)

	Land	Buildings	Other infrastructure, plant and equipment	Heritage and Cultural	TOTAL
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>As at 1 July 2005</b>					
Gross Book Value	8,750	144,828	9,236	1,581,832	1,744,646
Accumulated depreciation / amortisation	n/a	(3,039)	(143)	(24,337)	(27,519)
<b>Net Book Value</b>	<b>8,750</b>	<b>141,789</b>	<b>9,093</b>	<b>1,557,495</b>	<b>1,717,127</b>
Additions:					
by purchase or at no cost	840	8,138	4,074	11,517	24,569
by finance lease	-	-	1	-	1
Revaluations and impairment through equity	1,110	315	(2,013)	(75,333)	(75,921)
Depreciation / amortisation expense	-	(3,107)	(2,455)	(12,417)	(17,979)
Other	-	-	(24)	-	(24)
Disposals:					
Other disposals	-	-	(120)	-	(120)
<b>Net book value 30 June 2006</b>	<b>10,700</b>	<b>147,135</b>	<b>8,556</b>	<b>1,481,262</b>	<b>1,647,653</b>
Gross Book Value	10,700	147,135	8,804	1,481,262	1,647,901
Accumulated depreciation / amortisation and impairment	-	-	(248)	-	(248)
	<b>10,700</b>	<b>147,135</b>	<b>8,556</b>	<b>1,481,262</b>	<b>1,647,653</b>

Consolidated		NLA	
2007	2006	2007	2006
\$'000	\$'000	\$'000	\$'000

Note 5E – Intangibles

Computer software at cost:

Internally developed - in use	1,475	1,376	1,475	1,376
Internally developed - in progress	815	473	815	473
Computer software – purchased	6,544	6,348	6,544	6,348
<b>Total computer software</b>	<b>8,834</b>	<b>8,197</b>	<b>8,834</b>	<b>8,197</b>
Accumulated amortisation	(3,169)	(1,907)	(3,169)	(1,907)
<b>Total intangibles (non-current)</b>	<b>5,665</b>	<b>6,290</b>	<b>5,665</b>	<b>6,290</b>

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

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

	\$'000	Computer Software - Purchased	Computer Software - Internally Developed	TOTAL
<b>As at 1 July 2006</b>				
Gross Book Value	6,348		1,849	8,197
Accumulated amortisation	(1,327)		(580)	(1,907)
<b>Net Book Value</b>	<b>5,021</b>		<b>1,269</b>	<b>6,290</b>
Additions:				
by purchase or internally developed	220		508	728
Amortisation	(909)		(379)	(1,288)
Disposals:				
Other disposals	-		(65)	(65)
<b>Net book value 30 June 2007</b>	<b>4,332</b>		<b>1,333</b>	<b>5,665</b>
Gross Book Value	6,544		2,290	8,834
Accumulated depreciation / amortisation and impairment	(2,210)		(959)	(3,169)
	<b>4,334</b>		<b>1,331</b>	<b>5,665</b>

Table A – Reconciliation of the opening and closing balances of intangibles (2005-06)

	Computer Software - Purchased	Computer Software - Internally Developed	TOTAL
	\$'000	\$'000	\$'000
<b>As at 1 July 2005</b>			
Gross Book Value	10,232	1,518	11,750
Accumulated amortisation	(6,195)	(316)	(6,511)
<b>Net Book Value</b>	<b>4,037</b>	<b>1,202</b>	<b>5,239</b>
<b>Additions:</b>			
by purchase or internally developed	1,857	331	2,188
Amortisation expense	(863)	(264)	(1,127)
Disposals:			
Other disposals	(10)	-	(10)
<b>Net book value 30 June 2006</b>	<b>5,021</b>	<b>1,269</b>	<b>6,290</b>
Gross Book Value	6,348	1,849	8,197
Accumulated depreciation / amortisation and impairment	(1,327)	(580)	(1,907)
	<b>5,021</b>	<b>1,269</b>	<b>6,290</b>

	Consolidated		NLA	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
<b>Note 5G – Inventories</b>				
Inventories held for sale				
Work in progress	172	202	143	169
Finished goods	1,206	1,049	1,029	920
<b><i>Inventories held for sale</i></b>	<b>1,378</b>	<b>1,251</b>	<b>1,172</b>	<b>1,089</b>
Inventories held for distribution				
Work in progress	12	14	12	14
Finished goods	18	36	18	36
<b><i>Inventories held for distribution</i></b>	<b>30</b>	<b>50</b>	<b>30</b>	<b>50</b>
<b><i>Total inventories</i></b>	<b>1,408</b>	<b>1,301</b>	<b>1,202</b>	<b>1,139</b>

Inventories are categorised as follows:

Current	530	516	464	479
Non-current	878	785	738	660
	<b>1,408</b>	<b>1,301</b>	<b>1,202</b>	<b>1,139</b>

During 2006-07 \$720,795 (2005-06: \$650,385) of inventory held for sale was recognised as an expense upon sale and \$243,703 (2005-06 \$242,302) 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 5H - Other Non-Financial Assets

Prepayments	1,880	1,853	1,880	1,853
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All other non-financial assets are current and no indicators of impairment were found in other non-financial assets.

#### Note 5I - Special Categories of Assets

The National Library building (\$148,150,000) and the land (\$10,250,000) upon which it stands are categorised as restricted assets in accordance with the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*. Restricted assets include those assets, which cannot be redeployed or disposed because of legal or government policy constraints. Specifically, the Library does not have the power to dispose of either the Library building or land upon which it stands.

	Consolidated		NLA	
	2007	2006	2007	2006
	\$'000	\$'000	\$'000	\$'000

**Note 6: Payables**Note 6A – Suppliers

Trade creditors	4,667	3,499	4,667	3,499
Operating lease rentals	3	-	3	-
<b>Total supplier payables</b>	<b>4,670</b>	<b>3,499</b>	<b>4,670</b>	<b>3,499</b>

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

Note 6B – Grant payables

Individuals	38	7	28	7
<b>Total grant payables</b>	<b>38</b>	<b>7</b>	<b>28</b>	<b>7</b>

All grants payables are current.

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

Note 6C – Other payables

Prepaid income	210	180	210	180
Interest payable	-	1	-	1
<b>Total other payables</b>	<b>210</b>	<b>181</b>	<b>210</b>	<b>181</b>

All other payables are current.

**Note 7: Interest Bearing Liabilities**Note 7: Leases

Finance Leases	71	182	71	182
<b>Total finance leases</b>	<b>71</b>	<b>182</b>	<b>71</b>	<b>182</b>

## Payable:

## Within one year

Minimum lease payments	74	126	74	126
Deduct: future finance charges	(3)	(15)	(3)	(15)
<b>Total payable within one year</b>	<b>71</b>	<b>111</b>	<b>71</b>	<b>111</b>

## In one to five years

Minimum lease payments	-	74	-	74
Deduct: future finance charges	-	(3)	-	(3)
<b>Total payable in one to five year</b>	<b>-</b>	<b>71</b>	<b>-</b>	<b>71</b>
<b>Finance lease recognised in the balance sheet</b>	<b>71</b>	<b>182</b>	<b>71</b>	<b>182</b>

Finance leases exist in relation to photocopiers and facsimile machines. The leases are non-cancellable and for a fixed term of four years commencing February 2004. The Library does

not guarantee the residual value of these leased assets and there are no contingent rentals. The interest rate implicit in the lease is 13.0% (2005-06: 13.0%).

Consolidated		NLA	
2007	2006	2007	2006
\$'000	\$'000	\$'000	\$'000

#### Note 8: Provisions

##### Note 8 - Employee provisions

Salaries and wages	595	599	595	599
Leave	9,951	9,975	9,951	9,975
Superannuation	35	34	35	34
Separation and redundancies	-	37	-	37
<b>Total employee provisions</b>	<b>10,581</b>	<b>10,645</b>	<b>10,581</b>	<b>10,645</b>

Employee provisions are represented by:

Current	8,437	8,700	8,437	8,700
Non-current	2,144	1,945	2,144	1,945
<b>Total employee provisions</b>	<b>10,581</b>	<b>10,645</b>	<b>10,581</b>	<b>10,645</b>

The classification of current 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.

Consolidated		NLA	
2007	2006	2007	2006
\$'000	\$'000	\$'000	\$'000

## Note 9: Cash Flow Reconciliation

### Reconciliation of cash and cash equivalents as per Balance sheet to the Cash Flow Statement

#### Report cash and cash equivalents as per:

Cash Flow Statement	46,322	29,709	44,799	29,478
Balance Sheet	46,322	29,709	44,799	29,478
Difference	-	-	-	-

#### Reconciliation of operating result to net cash from operating activities:

Operating result	6,318	3,449	4,719	3,396
Depreciation and amortisation	18,350	18,980	18,350	18,980
Loss/(Gain) on disposal of non-current assets	(102)	128	(102)	128
Resources received free of charge	(2,249)	(2,057)	(2,249)	(2,057)
Notional expenditure	958	980	958	980
Change in accounting policy	-	29	-	29
<i>Changes in Assets and Liabilities</i>				
(Increase) / decrease in receivables and accrued revenue	(106)	436	(59)	432
(Increase) / decrease in other assets	(134)	(457)	(90)	(516)
Increase / (decrease) in grant payables	31	(21)	21	(21)
Increase / (decrease) in other payables	29	74	29	74
Increase / (decrease) in suppliers payables	1,171	276	1,171	281
Increase / (decrease) in employee provisions	(64)	323	(64)	323
<b>Net cash from / (used by) operating activities</b>	<b>24,202</b>	<b>22,140</b>	<b>22,684</b>	<b>22,029</b>

#### Non-cash financing and investing activities

Leased assets	-	1	-	1
National Collection material received free of charge	1,416	1,204	1,416	1,204
<b>Total Non-Cash Financing and Investing</b>	<b>1,416</b>	<b>1,205</b>	<b>1,416</b>	<b>1,205</b>

## Note 10: Contingent Liabilities and Assets

### Quantifiable Contingencies

The Schedule of Contingencies in the financial report shows a contingent liability of \$8,000 as at 30 June 2007, which represents a bank guarantee associated with the completion of offsite works for the construction of the Library's new Repository.

The Schedule of Contingencies in the financial report shows a contingent asset of \$5,000 (2005-06: \$6,000) as at 30 June 2007 and this represents a recovery of an overpayment from a former member of staff.

**Unquantifiable Contingencies**

As at 30 June 2007, the Library had received a claim for loss and damage from an unsuccessful tenderer. The Library will deny liability and will defend the claim. The quantum of the claim is not specified in the pleadings and the Library considers that it can successfully defend the claim.

**Note 11: Remuneration of Council members**

	2007	2006
The number of Council members whose total remuneration was within the following bands are as follows:		
\$Nil - \$14,999	12	11
\$15,000 - \$29,999	3	2
<b>Total number of Council members</b>	<b>15</b>	<b>13</b>
Total remuneration received or due and receivable by the Council members of the Library	<b>\$123,466</b>	\$106,670

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

**Note 12: Related Party Disclosures****National Library Council**

Members of the Council during the year were:

J. Gobbo (Chairman)  
 F. Ryan (Deputy Chair)  
 G. Brandis to 12 March 2007  
 M. Ferguson  
 J. Hay  
 G. Lewis  
 B. Long  
 K. McCann  
 J. McDonald from 22 March 2007  
 W. Pelz to 17 August 2006  
 C. Rubenstein  
 P. Scott from 7 May 2007  
 D. Thomas from 18 August 2006  
 R. Trood from 13 June 2007  
 H. Williams to 7 May 2007  
 J. Fullerton (Director-General and Executive member of Council)

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

**Transactions with Council members or Council member related entities**

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

### Controlled Entities – Library Trust Accounts

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

#### Note 13: Executive Remuneration

	Consolidated		NLA	
	2007	2006	2007	2006
The number of senior executives who received or were due to receive total remuneration of \$130,000 or more and including the Director-General:				
\$145,000 - \$159,999	-	1	-	1
\$160,000 - \$174,999	2	2	2	2
\$175,000 - \$189,999	2	-	2	-
\$190,000 - \$204,999	1	3	1	3
\$205,000 - \$219,999	3	1	3	1
\$220,000 - \$234,999	-	1	-	1
\$265,000 - \$279,999	1	1	1	1
	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
	\$	\$	\$	\$
The aggregate amount of total remuneration of officers shown above.	<u>1,814,411</u>	1,799,909	<u>1,814,411</u>	1,799,909

The aggregate amount of separation and redundancy payments during the year to officers shown above.

	-	-	-	-
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#### Note 14: Remuneration of Auditors

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

	\$	\$	\$	\$
The fair value of services provided was:	<u>70,570</u>	68,175	<u>70,570</u>	68,175

No other services were provided by the Auditor-General.

#### Note 15: Average Staffing Levels

The average staffing levels for the Library during the year were:

	<u>435</u>	445	<u>435</u>	445
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#### Note 16: Trust Money Controlled by the Library

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

	2007 \$'000	2006 \$'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	358	329
Receipts during the year	77	32
Interest received	13	19
Available for payments	448	380
Payments made	(103)	(22)
<b><i>Balance carried forward to next year</i></b>	<b>345</b>	<b>358</b>
(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	967	860
Receipts during the year	137	159
Interest received	39	50
Available for payments	1,143	1,069
Payments made	(56)	(102)
<b><i>Balance carried forward to next year</i></b>	<b>1,087</b>	<b>967</b>
(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	55	61
Receipts during the year	-	1
Interest received	2	3
Available for payments	57	65
Payments made	(23)	(10)
<b><i>Balance carried forward to next year</i></b>	<b>34</b>	<b>55</b>
(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	151	180
Receipts during the year	-	-
Interest received	6	9
Available for payments	157	189
Payments made	-	(38)
<b><i>Balance carried forward to next year</i></b>	<b>157</b>	<b>151</b>
(e) The Acquisition Trust Fund comprises donations received specifically for the acquisition of library material.		
Balance carried forward from previous year	73	61
Receipts during the year	14	8
Interest received	3	4
Available for payments	90	73
Payments made	-	-
<b><i>Balance carried forward to next year</i></b>	<b>90</b>	<b>73</b>

	2007 \$'000	2006 \$'000
(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	208	211
Receipts during the year	72	31
Interest received	8	11
Available for payments	<u>288</u>	<u>253</u>
Payments made	<u>(65)</u>	<u>(45)</u>
<b>Balance carried forward to next year</b>	<b><u>223</u></b>	<b><u>208</u></b>

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

Balance carried forward from previous year	12	11
Receipts during the year	-	-
Interest received	-	1
Available for payments	<u>12</u>	<u>12</u>
Payments made	<u>-</u>	<u>-</u>
<b>Balance carried forward to next year</b>	<b><u>12</u></b>	<b><u>12</u></b>

- (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	-	-
Receipts during the year	250	-
Interest received	9	-
Available for payments	<u>259</u>	<u>-</u>
Payments made	<u>-</u>	<u>-</u>
<b>Balance carried forward to next year</b>	<b><u>259</u></b>	<b><u>-</u></b>

- (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	-	-
Receipts during the year	1,131	-
Interest received	3	-
Available for payments	<u>1,134</u>	<u>-</u>
Payments made	<u>-</u>	<u>-</u>
<b>Balance carried forward to next year</b>	<b><u>1,134</u></b>	<b><u>-</u></b>

## Note 17: Financial Instruments

## Note 17A - Interest Rate Risk (consolidated only)

Financial Instrument	Notes	Floating Interest Rate		Fixed Interest Rate Maturing In						Non-Interest Bearing		Total		Weighted Average Effective Interest Rate	
		2007 \$'000	2006 \$'000	1 year or less		2 to 5 years		> 5 years		2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 %	2006 %
				2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000						
<b>Financial Assets</b>															
Cash at bank	4A	2,624	6,327	-	-	-	-	-	-	-	-	2,624	6,327	3.51	4.01
Cash on hand	4A	-	-	-	-	-	-	-	-	4	4	4	4	n/a	n/a
Interest receivable	4B	-	-	-	-	-	-	-	-	379	134	379	134	n/a	n/a
Receivables for goods and services	4B	-	-	-	-	-	-	-	-	428	551	428	551	n/a	n/a
Other debtors	4B	-	-	-	-	-	-	-	-	422	422	422	422	n/a	n/a
Term deposit	4A, C	-	-	45,514	24,972	-	-	-	-	-	-	45,514	24,972	6.56	5.97
<b>Total</b>		<b>2,624</b>	<b>6,327</b>	<b>45,514</b>	<b>24,972</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,233</b>	<b>1,111</b>	<b>49,371</b>	<b>32,410</b>		
												<b>1,716,621</b>	<b>1,690,286</b>		
<b>Financial Liabilities (Recognised)</b>															
Finance lease liabilities	7	-	-	71	119	-	-	-	-	-	-	-	71	182	13.00
Trade creditors	6A	-	-	-	-	-	63	-	-	-	-	-	4,667	3,499	n/a
Grants payable	6B	-	-	-	-	-	-	-	-	38	7	38	7	n/a	n/a
Interest payable	6C	-	-	-	-	-	-	-	-	-	1	-	1	n/a	n/a
<b>Total</b>		<b>-</b>	<b>-</b>	<b>71</b>	<b>119</b>	<b>-</b>	<b>63</b>	<b>-</b>	<b>-</b>	<b>4,705</b>	<b>3,507</b>	<b>4,776</b>	<b>3,689</b>		
												<b>15,570</b>	<b>14,514</b>		

#### Note 17B – Net Fair Values of Financial Assets and Liabilities

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.

Other than for listed financial assets, 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 17C - Credit Risk Exposures

The Library's maximum exposures to credit risk at reporting date in relation to each class of recognised financial assets is the carrying amount of those assets as indicated in the Balance Sheet. The Library has no significant exposures to any concentrations of credit risk. The Library does not hold collateral or other security and therefore the figures for credit risk represent the maximum credit risk exposure.

**Note 18: Appropriations**

Accitual of Authority to draw cash from the Consolidated Revenue Fund for Ordinary Annual Services Appropriations and Other than Ordinary Services Appropriation.

Particulars	Departmental Outputs		Non-operating		Total	
	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
Balance carried from previous period	-	-	-	-	-	-
Reductions of appropriations (prior years)	-	-	-	-	-	-
Adjusted balance carried from previous period	-	-	-	-	-	-
Appropriation Acts (No.1)	59,227	58,786	-	-	59,227	58,786
Appropriation Acts (No.2)	-	-	4,978	7,485	4,978	7,485
Appropriation Acts (No.3)	(909)	-	-	-	(909)	-
Appropriation Acts (No.4)	-	-	-	-	-	-
Appropriation Acts (No.5)	-	444	-	-	-	444
Total appropriations made available during the year	58,318	59,230	4,978	7,485	63,296	66,715
Total appropriation available for payments	58,318	59,230	4,978	7,485	63,296	66,715
Cash payments made from Consolidated Revenue Fund	58,318	59,230	4,978	7,485	63,296	66,715
Appropriations credited to Special Accounts (excluding GST)	-	-	-	-	-	-
Balance of Authority to Draw Cash from the Consolidated Revenue Fund for Ordinary Annual Services Appropriations	-	-	-	-	-	-

This table reports on appropriation made by the Parliament of the Consolidated Revenue Fund (CRF) in respect of the Library. When received by the Library, the payments made are legally the money of the Library and do not represent any balance remaining in the CRF.

**Note 19: Compensation and Debt Relief in Certain Circumstances**

The National Library has not made (2005-06: 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 20: Reporting of Outcomes**Note 20A – Outcomes of the Library

The Library is structured to meet one outcome:

Outcome 1: Australians have access, through the National Library of Australia, to a comprehensive collection of Australian library material and to international documentary resources.

The Library's outputs reflect the functions of the Library as defined in the *National Library Act 1960* including the maintenance and development of the national collection (Output 1.1); the provision of information services (Output 1.2); public program activities, such as exhibitions (Output 1.3); and, the provision of the Libraries Australia system and other services to support and facilitate resource sharing within the Library (Output 1.4).

## Note 20B – Net Cost of Outcome Delivery (Consolidated)

	Outcome 1		Total	
	2007	2006	2007	2006
	\$'000	\$'000	\$'000	\$'000
Administered expenses	-	-	-	-
Departmental expenses	68,082	68,565	68,082	68,565
<b>Total expenses</b>	<b>68,082</b>	<b>68,565</b>	<b>68,082</b>	<b>68,565</b>
<i>Costs recovered from the provision of goods and services to the non-Commonwealth government sector</i>				
Administered	-	-	-	-
Departmental	6,810	6,879	6,810	6,879
<b>Total costs recovered</b>	<b>6,810</b>	<b>6,879</b>	<b>6,810</b>	<b>6,879</b>
<i>Other external revenues</i>				
Departmental	-	-	-	-
Sale of goods and services – to related entities	851	786	851	786
Interest	2,464	1,617	2,464	1,617
Net gains from disposal of assets	177	-	177	-
Royalties	364	374	364	374
Other	5,416	3,128	5,416	3,128
Total Departmental	9,272	5,905	9,272	5,905
<b>Total other external revenues</b>	<b>9,272</b>	<b>5,905</b>	<b>9,272</b>	<b>5,905</b>
<b>Net cost/(contribution) of outcome</b>	<b>52,000</b>	<b>55,781</b>	<b>52,000</b>	<b>55,781</b>

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

Note 20C – Major Departmental Revenues and Expenses by Output (Consolidated)

	Outcome 1										Total		
	Output 1.1		Output 1.2		Output 1.3		Output 1.4				2007	2006	
	2007	2006	2007	2006	2007	2006	2007	2006	2007	2006	\$'000	\$'000	
<b>Operating expenses</b>													
Employees	11,890	11,644	12,314	11,805	4,054	4,108	3,404	3,440	3,440	3,440	31,662	30,997	
Suppliers	6,770	6,329	6,303	5,900	2,693	3,078	1,445	2,400	2,400	17,211	17,707		
Grants	-	1	74	64	391	375	-	-	-	465	440		
Depreciation and amortisation	1,480	1,442	15,230	15,891	604	560	1,036	1,087	1,087	18,350	18,980		
Write-down of assets	39	4	27	55	242	165	18	5	5	326	229		
Net loss from disposal of assets	-	1	-	122	-	4	-	1	1	-	128		
Other	6	11	8	14	35	27	3	3	3	52	55		
Borrowing cost expense	3	6	11	18	1	3	1	2	2	16	29		
<b>Total operating expenses</b>	<b>20,188</b>	<b>19,438</b>	<b>33,967</b>	<b>33,869</b>	<b>8,020</b>	<b>8,320</b>	<b>5,907</b>	<b>6,938</b>	<b>6,938</b>	<b>68,082</b>	<b>68,565</b>		
<b>Funded by:</b>													
Revenues from Government	18,145	17,455	31,703	32,692	6,042	5,717	2,428	3,366	3,366	58,318	59,230		
Sale of goods and services	598	560	1,590	1,608	1,290	1,284	4,183	4,213	4,213	7,661	7,665		
Interest	770	495	1,180	744	330	226	184	152	152	2,464	1,617		
Royalties	240	260	68	63	8	14	48	37	37	364	374		
Net gain from disposal of assets	177	-	-	-	-	-	-	-	-	177	-		
Other	4,049	2,300	891	150	465	645	11	33	33	5,416	3,128		
<b>Total operating revenues</b>	<b>23,979</b>	<b>21,070</b>	<b>35,432</b>	<b>35,257</b>	<b>8,135</b>	<b>7,886</b>	<b>6,854</b>	<b>7,801</b>	<b>7,801</b>	<b>74,400</b>	<b>72,014</b>		

The Library's outcome and outputs are described at Note 20A.

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

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





## Appendix A

### The Council of the National Library of Australia and its Committees

#### The Council

##### Chairman

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

Non-executive member  
Chairman, Australian Multicultural Foundation  
Chairman, Council of the Order of Australia  
Victoria

Re-appointed on 24 June 2004 for a second three-year term until 26 June 2007

Attended six of six meetings

Note: Re-appointed on 21 June 2007 for a third three-year term until 26 June 2010

##### Deputy Chairman

**Mr Fergus Ryan FICAA, FID, FAIM**

Non-executive member  
Non-executive director, Commonwealth Bank of Australia  
Non-executive director, Australian Foundation Investment Company  
Non-executive director, Clayton Utz  
Victoria

Re-appointed on 25 June 2006 for a three-year term until 24 June 2009

Re-elected Deputy Chairman on 1 June 2007 for a two-year term until 31 May 2009

Attended six of six meetings

##### Members

**Senator George Brandis SC, BA (Hons), LLB (Hons), BCL**

Non-executive member  
Senator for Queensland  
Queensland

Elected by the Senate on 14 March 2005 for a three-year term until 13 March 2008

Attended two of four meetings

Appointed Minister for the Arts and Sport from 30 January 2007, resigned from Council on 12 March 2007

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

Non-executive member  
Federal Member for Batman and Shadow Minister for Transport, Roads and Tourism  
Victoria

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

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

Non-executive member  
Vice-Chancellor, The University of Queensland  
Queensland

Appointed on 23 March 2005 for a three-year term until 22 March 2008  
Attended four of six meetings

**Mr Geoffrey Lewis**

Non-executive member  
Chief Executive Officer, ASG Group Ltd  
Western Australia

Appointed on 30 March 2006 for a three-year term until 29 March 2009  
Attended six of six meetings

**Mr Brian Long, Assoc. Member,  
Institute of Chartered Accountants**

Non-executive member  
Chairman, Board of Partners, Ernst & Young  
New South Wales  
Re-appointed on 23 June 2006 for a three-year term until 22 June 2009  
Attended five of six meetings

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

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

**Ms Janet McDonald AO**

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

**Ms Winnie Pelz BA, Dip Art**

Non-executive member  
Chief Executive Officer, Guide Dogs Association of SA and NT Inc.  
South Australia  
Re-appointed on 8 August 2002 for a four-year term until 17 August 2006  
Attended one of one meeting  
Term expired

**Dr Colin Rubenstein AM, BA (Hons),  
MA (Melb), PhD (Columbia)**

Non-executive member  
Executive Director, Australia/Israel and Jewish Affairs Council  
Victoria  
Re-appointed on 19 February 2004 for a three-year term until 21 February 2007  
Attended four of four meetings  
Term expired

**Ms Deborah Thomas Dip. Fine Art  
(Caulfield Institute)**

Non-executive member  
Editorial Director, the *Australian Women's Weekly* and the *Australian Women's Weekly* books division  
Non-executive member, National Breast Cancer Centre  
Non-executive member, The Walkley Foundation  
Appointed on 18 August 2006 for a three-year term until 17 August 2009  
Attended five of five meetings

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

Non-executive member  
Senator for Queensland  
Queensland  
Elected by the Senate on 13 June 2007 for a three-year term until 12 June 2010  
Attended 0 of 0 meetings

**Ms Helen Williams AO, BA (Hons)**

Non-executive member  
Secretary, Department of Communications, Information Technology and the Arts  
Australian Capital Territory  
Re-appointed on 23 March 2005 for a three-year term until 22 March 2008  
Attended four of five meetings  
Appointed Secretary, Department of Human Services from 7 May 2007, resigned from Council on 7 May 2007

**Director-General and Executive Member of Council**

**Ms Jan Fullerton AO, BA, Grad DipLib, FAHA**

Australian Capital Territory  
Re-appointed on 9 August 2002 for a five-year term until 8 August 2007  
Attended six of six meetings  
Re-appointed on 29 June 2007 for a five-year term until 8 August 2012

**Council Meetings**

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

- 4 August 2006
- 6 October 2006
- 1 December 2006
- 2 February 2007
- 30 March 2007
- 1 June 2007.

**The Audit Committee**

**Chair**

**Mr Brian Long (from August 2006)**

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

**Ms Winnie Pelz (to August 2006)**

Non-executive member of Council  
Appointed Chair of the Committee on 7 June 2002  
Attended one of one meeting  
Term expired 17 August 2006

**Members**

**Mr Geoffrey Lewis**

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

**Ms Helen Williams AO**

Non-executive member of Council  
Appointed to the Committee on 5 April 2002  
Attended two of three meetings  
Resigned from Council on 7 May 2007

**Meetings Attended by Other Council Members**

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

**The Hon. Sir James Gobbo AC, CVO**

Chair of Council  
Attended one of three meetings

**Ms Jan Fullerton AO**

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

**Mr Fergus Ryan**

Deputy Chair of Council  
Attended three of three meetings

**Terms of Reference**

The Audit Committee's terms of reference are to:

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

**Meetings**

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

- 4 August 2006
- 1 December 2006
- 30 March 2007.

**The Corporate Governance Committee****Chair**

**Mr Fergus Ryan**

Deputy Chair of Council

Attended three of three meetings

**Members**

**The Hon. Sir James Gobbo AC, CVO**

Chair of Council

Attended three of three meetings

**Mr Brian Long (from August 2006)**

Chair of Audit Committee

Attended two of three meetings

**Ms Winnie Pelz (to August 2006)**

Chair of Audit Committee

Attended 0 of 0 meetings

Term expired 17 August 2006

**Meetings Attended by Other Council Members**

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

**Mr Kevin McCann AM**

Chair of the Development Council

Attended one of three meetings

**Mr Geoffrey Lewis**

Non-executive member of Council

Attended one of three meetings

**Terms of Reference**

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

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

**Meetings**

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

- 6 October 2006
- 1 December 2006
- 1 June 2007.

## Appendix B

### The National Library of Australia Development Council

#### Chair

**Mr Kevin McCann AM**  
National Library of Australia Council

#### Members

**Ms Jan Fullerton AO**  
National Library of Australia

**Ms Jasmine Cameron (from May 2007)**  
National Library of Australia

**Ms Helen Kon**  
National Library of Australia

**Ms Doreen Mellor**  
National Library of Australia

**Ms Karen Rush**

**Mr Edward Simpson (to October 2006)**

**Ms Julia King**

**The Hon. Ros Kelly AO**

**Ms Helen James**

#### Secretariat

Public Programs Division  
National Library of Australia

#### Terms of Reference

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

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

The Development Council will:

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

## Appendix C

### National Library of Australia Committees

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

#### The Libraries Australia Advisory Committee

##### Chair

**Ms Linda Luther (from March 2007)**  
University of Tasmania

**Mr John Arfield (until November 2006)**  
The University of Western Australia

##### Members

**Dr Warwick Cathro**  
National Library of Australia

**Ms Elizabeth Ellis**  
State Library of New South Wales

**Ms Pam Gatenby**  
National Library of Australia

**Mr Lindsay Harris**  
Queen Elizabeth Hospital, South Australia

**Ms Anne Horn (from March 2007)**  
Deakin University

**Ms Joan Moncrieff**  
Deakin University

**Ms Sherrey Quinn**  
Libraries Alive! Pty Ltd

**Ms Monika Szunejko (from November 2006)**  
State Library of Western Australia

**Dr Naida Tattersall**  
Gold Coast City Council

**Mr Chris Taylor**  
The University of Queensland

##### Secretariat

Resource Sharing Division  
National Library of Australia

##### Terms of Reference

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

#### The Fellowships Advisory Committee

##### Chair

**Professor John Hay AC**  
National Library of Australia Council

##### Members

**Professor Graeme Clarke**  
Australian Academy of the Humanities

**Dr Patricia Clarke OAM**  
Australian Society of Authors

**Ms Jan Fullerton AO**  
National Library of Australia

**Professor Rod Home**  
Australian Academy of Science

**Professor Joyce Kirk**  
Australian Library and Information Association

**Professor Iain McCalman AO**  
Australian Academy of the Humanities

**Dr Carolyn Rasmussen**  
Independent Scholars Association of Australia

##### Secretariat

Australian Collections and Reader Services Division  
National Library of Australia

**Terms of Reference**

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

### The Community Heritage Grants Steering Committee

**Chair**

**Ms Jasmine Cameron**  
National Library of Australia

**Members**

**Ms Louise Douglas**  
National Museum of Australia

**Ms Maria Gravias (from December 2006)**  
Department of Communications, Information Technology and the Arts

**Ms Helen Kon**  
National Library of Australia

**Ms Ann Landrigan**  
National Film and Sound Archive

**Ms Barbara Poliness (until July 2006)**  
Department of Communications, Information Technology and the Arts

**Ms Marylou Pooley (from December 2006)**  
National Archives of Australia

**Ms Kylie Scroope (until December 2006)**  
National Archives of Australia

**Ms Elizabeth Watt**  
National Library of Australia

**Secretariat**

Public Programs Division  
National Library of Australia

**Terms of Reference**

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

## Appendix D

### Freedom of Information Statement

In 2006–2007, the Library received one request under the Commonwealth *Freedom of Information Act 1982* for access to documents.

#### Freedom of Information Procedures and Initial Contacts

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

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

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

FOI Coordination is available between 9.00am and 5.00pm from Monday to Friday and can be contacted by telephone on (02) 6262 1798 or by fax on (02) 6257 1703. Provided access is approved and the relevant fees have been received, the Library will provide copies of documents requested. Arrangements may be made for examination of documents to which access is granted in that form.

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

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

#### Decision-making Powers

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

#### Participation in the Formulation of Policy

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

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

#### Categories of Documents Held

Library documents available for public access include policy statements, catalogues and other indexes associated with the Library's collections of books and other documenting materials.

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

### Access to Archival Records

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

## Appendix E

### Key Supporting Policies and Documents

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

#### Legislation

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

#### Strategic and Operational Plans

- Directions for 2006–2008
- Balanced Scorecard
- Information Technology Strategic Plan (2006–2009)
- Risk Management Register (2007)
- Heritage Strategy (2005–2008)
- Building Management Plan (2007)

#### Collection Policies

- Collection Development Policy (2007)

#### Cataloguing Policy

- Authority Control Policy (2007)
- Cataloguing Policy (2006)

#### Electronic Resource Policies

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

#### Preservation Policies

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

#### Service Charter

- Service Charter (2004)
- Policy on Handling Complaints and Other User Feedback (1998)
- Reader Services Policy (2007)

#### Corporate Services Policies

- Certified Agreement (2004–2007)
- Fraud Control Plan (2006–2008)
- Protective Security Policy and Procedures (2006)
- Strategic Workforce Plan (2005)
- User Charging Policy (2005)

### Public Programs Policies

- Events and Education Policy (2004)
- Exhibitions Policy (2004)
- Outward Loan Policy (2004)
- Policy on Sponsorship and Fundraising (2006)
- Publications Policy (2007)
- Travelling Exhibitions Policy (2004)

## Appendix F

### Consultancy Services, 2006–2007

The following table shows consultancy services with an individual value of \$10 000 or more that were engaged in 2006–2007, the nature of the consultancy, its value and the selection process.

**Table F.1** Consultancy services engaged, 2006–2007

Consultant	Purpose	Actual value (\$)	Selection process	Justification (see note)
Access Economics	Cost-benefit analysis of digital collections	22 528	Direct sourcing	B
Blake Dawson Waldron	General legal advice	134 043	Panel	B
CC&N Consultants	Assistance and advice in relation to sponsorship and fundraising activities	12 205	Direct sourcing	B
Corrs Chambers Westgrath	General legal advice	22 325	Panel	B
Edmore Pty Ltd	Design, development and supply of Library staff induction online training	15 103	Select tender	B
GHD Pty Ltd	Design and documentation for heating, ventilation and airconditioning systems upgrade	26 816	Panel	B
GHD Pty Ltd	Design services for Hume repository project	45 195	Open tender	B
GHD Pty Ltd	Design services for podium refurbishment	274 504	Open tender	B
Kallenberger and Lobban	Feasibility study into an online chat reference service for school students	23 299	Direct sourcing	B
Karen Williams Marketing	Development of advertising and marketing campaigns for promotion of publications	13 005	Direct sourcing	A

Table F.1 Consultancy services engaged, 2006–2007 (continued)

Consultant	Purpose	Actual value (\$)	Selection process	Justification (see note)
Nielsen// NetRatings	Evaluation of Libraries Australia service through user satisfaction	40 250	Select tender	B
Phillips Fox	General legal advice	28 010	Panel	B
Project Computing	Technical advisory services and application design/development for IT projects	155 685	Direct sourcing	A
Sara Joynes	Research and acquisition of Australian collection material in the United Kingdom	22 964	Direct sourcing	B
Stamford Interactive	Design and development of new IT architecture from a user's perspective	39 960	Select tender	B
Stephen Wise and Associates	Initial audit of fire safety compliance and development of safety work plan	100 960	Open tender	B
TAC Pacific Pty Ltd	Energy audit of the main Library building	11 495	Select tender	B
Tania Cleary	Significance assessment and shortlisting of Community Heritage Grants applications	12 316	Open tender	A
WalterTurnbull	Provision of internal audit services	61 600	Open tender	A
<b>Total</b>		<b>1 062 263</b>		

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

Values are GST inclusive.

## Appendix G

### Staffing Overview

Library staff are employed under the Commonwealth *Public Service Act 1999*. Conditions of employment are contained in the Library's Certified Agreement 2004–2007, certified in July 2004.

At 30 June 2007 the Library had 400 full-time and part-time ongoing staff, and 70 full-time and part-time non-ongoing staff and eight casual staff.

### Staff Distribution

Table G.1 Staff distribution by division, 2007 and 2006

Division	Ongoing		Non-ongoing			2007 Total	2006 Total
	Full-time	Part-time	Casual	Full-time	Part-time		
Office of the Executive and Coordination Support	8	0	0	0	1	9	9
Collections Management	128	19	0	6	4	157	163
Australian Collections and Reader Services	74	6	7	15	21	123	102
Resource Sharing	41	3	0	3	1	48	44
Information Technology	37	2	0	3	5	47	48
Public Programs	35	8	0	4	3	50	54
Corporate Services	34	5	1	4	0	44	43
<b>Total</b>	<b>357</b>	<b>43</b>	<b>8</b>	<b>35</b>	<b>35</b>	<b>478</b>	<b>463</b>

### Staff Classification

**Table G.2 Ongoing and non-ongoing full and part-time staff by classification and gender, 2007 and 2006**

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

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

### Senior Executive Staff Movements

The number of Senior Executive Staff positions did not change during 2006–2007 and there were no changes to the occupants of the positions.

### Equal Employment Opportunity

**Table G.3 Staff by equal employment opportunity group and Australian Public Service classification, 30 June 2007**

Classification	Male	Female	Total	Indigenous peoples	People with a disability	Culturally and linguistically diverse background <sup>a</sup>
Statutory office holder	0	1	1	0	0	0
SES Band 1	4	4	8	0	0	1
Executive Level 2	11	16	27	1	1	0
Executive Level 1	29	32	61	0	0	16
APS 6	27	52	79	0	1	16
APS 5	12	53	65	1	1	13
APS 4	21	48	69	0	3	13
APS 3	16	69	85	0	4	29
APS 2	21	59	80	0	3	29
Graduate	0	1	1	1	0	0
APS 1	1	1	2	0	1	1
<b>Total</b>	<b>142</b>	<b>336</b>	<b>478</b>	<b>3</b>	<b>14</b>	<b>118</b>

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

a First and second generation

### Staff Training

The focus of staff training has been on priority areas identified in the Library's Strategic Workforce Plan which is discussed in Chapter 2 of this report. Targets for these strategic training initiatives were monitored through the Workforce Planning Committee and the following results were achieved.

**Table G.4 Strategic training initiatives, 2006–2007**

Training initiative	Number of staff trained
Team Work Skills	152
Mentoring Skills	19
Occupational Health and Safety for Supervisors	77
Senior Leaders Seminar	24

The Library's Performance Management System encourages identification of development needs and opportunities through individual performance development plans. Training requests were registered through these plans, and staff who nominated training needs were offered development opportunities through a range of avenues, including internal and external training providers, on-the-job training, placements and seminars. Training was provided to 445 staff and covered such areas as scanning and

web publishing applications, reference search techniques, various aspects of cataloguing, collection disaster awareness, office IT applications, fraud awareness, writing skills, project management and the Library's induction program.

Our commitments under occupational health and safety legislation were met through training in implementing occupational health and safety responsibilities, ergonomic awareness, manual handling, fire warden roles and disaster awareness. Staff receive general ergonomic advice and occupational health and safety information at induction, and 15 staff were either newly trained or renewed their qualifications in first aid officer training.

The combined outlay on training and development was \$318 247.

**Table G.5 Training days, 2006–2007**

Classification	Male	Female	Total
Senior Executive Service	8	14	22
Executive Level 1–2	168	257	425
APS 5–6	124	398	522
APS 1–4	146	477	623
<b>Total</b>	<b>446</b>	<b>1 146</b>	<b>1 592</b>

## Appendix H

### Donors and Supporters

The individuals and organisations listed in this appendix made material and financial contributions to the Library in 2006–2007. Their generosity is acknowledged.

#### Substantial Collection Material

##### Individuals

Mrs Pacita Alexander  
 Ms Robyn Archer AO  
 Mr Paul Bernhardt  
 Ms Carmel Bird  
 Emeritus Professor Geoffrey Bolton AO  
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 Mr John Sumner CBE, AO  
 Mr Peter, Mr Richard and  
     Ms Penelope Thwaites  
 Mr Alyn Tilleard  
 Emeritus Professor Robin Warren AC  
 Lady Leila Wilson  
 Mr Norman L. Wilson

**Corporations**

Anglican Diocese of Canberra and  
Goulburn  
AusDance  
Australian Centre for Christianity and  
Culture  
Australian Conservation Foundation  
Australian Democrats Parliamentary Party  
Australian National Playwrights Centre  
Australian Publishers Association  
Australian Youth Orchestra  
Ballet Australia  
Central Northern Regional Library (NSW)  
Defence Imagery and Geospatial  
Organisation (ACT)  
Department of Primary Industries and  
Fisheries (QLD)  
GeneEthics Network  
The Ian Potter Foundation  
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United Nations Association of Australia

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Sponsors who also supplied goods  
and/or services to the Library in the current  
financial year are indicated by an asterisk (\*).

**Grants**

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

**Sponsorships**

AAMI  
ABC Local Radio  
Accor Asia Pacific\*  
Allens Arthur Robinson  
Animal Logic\*  
The Brassey of Canberra\*  
Hoyts  
News Limited\*  
Novotel Canberra\*  
Qantas\*  
SBS\*  
TransACT\*  
WIN Television\*

**Partnerships**

Flickr Yahoo!7

**Financial Contributions****Major Donations and Bequests**

Mr James Bain AM and Mrs Janette Bain  
Gordon Darling Foundation  
Mr Henry Ergas  
Mr James O. Fairfax AO  
Friends of the National Library  
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Estate of Eva F. Kollman  
Mrs Pat McCann  
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Mrs Alison Sanchez  
Ms Gay Scott  
Dr John Seymour and Mrs Heather  
Seymour  
Harold S. Williams Trust Fund

**Support a Book Program**

Dr Diana Carroll  
Friends of Vanessa Griffith

**Treasures Gallery Appeal**

Refer to Appendix I—Treasures Gallery  
Appeal for list of contributors.

## Appendix I

### Treasures Gallery Appeal

The Treasures Gallery Appeal has been steadily raising funds for the development of a Treasures Gallery in a prominent area in the Library, where significant objects and records central to Australia's story will always be on display. Donors can contribute by instalment in the following categories:

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

The individuals and organisations listed in this appendix have made donations to the Treasures Gallery Appeal since it commenced in 2001. Their generosity is acknowledged.

#### Principal Treasured Partner

The Ian Potter Foundation

#### Platinum Treasured Partner

John T. Reid Charitable Trusts

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#### Jade Treasured Partners

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 Mr Brian and Mrs Margaret Wall  
 Mr John O. Ward  
 Mr Richard White

Donors to the Treasures Gallery Appeal who also supplied goods and/or services to the Library in the current financial year are indicated by an asterisk (\*).

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







## Glossary

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

**AskNow** [www.asknow.gov.au](http://www.asknow.gov.au)  
A collaborative service developed by the Council of Australian State Libraries, AskNow is a virtual reference desk where answers are provided immediately by operators using chat software and searching the internet and library resources

**Australia Dancing**  
[www.australiadancing.org](http://www.australiadancing.org) A web portal enabling access to Australian dance resources

**Australian web domain** A collective term for Australian websites

**Balanced Scorecard** A strategic management tool

**Blog** Short for weblog, a journal (or newsletter) that is frequently updated and intended for general public consumption

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

**Finance One** A financial management system

**Flickr** [www.flickr.com](http://www.flickr.com) A digital photo-sharing website and web services suite

**Libraries Australia**  
[librariesaustralia.nla.gov.au](http://librariesaustralia.nla.gov.au) A service providing information about items held by Australian libraries, used by Australian libraries for automated cataloguing and interlending. Formerly known as Kinetica

**Logarithmic scaling** A scale of measurement in which an increase of one unit represents a logarithmic increase in the quantity measured

**MusicAustralia**  
[www.musicaustralia.org](http://www.musicaustralia.org) A collaborative multimedia database enabling access to Australian music resources

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

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

**PANDORA: Australia's Web Archive**, <http://pandora.nla.gov.au> Established by the National Library in 1996. PANDORA stands for 'Preserving and Accessing Networked Documentary Resources of Australia'

**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

**PictureAustralia**  
[www.pictureaustralia.org](http://www.pictureaustralia.org) Single web entry point to digitised heritage image collections

**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 library users to understand and navigate the information environment to pursue independent self-directed research

**Wiki** A website or similar online resource that allows users to add and edit content collectively

## Shortened Forms

**ANBD** Australian National Bibliographic Database

**APS** Australian Public Service

**APSR** Australian Partnership for Sustainable Repositories

**ARROW** Australian Research Repositories Online to the World

**CAC Act** *Commonwealth Authorities and Companies Act 1997*

**GST** Goods and Services Tax

**IT** Information Technology

**NAIDOC** National Aboriginal Islander Day Observance Committee

**SES** Senior Executive Service

## Compliance Index

The table below shows compliance with the Commonwealth Authorities and Companies (Report of Operations) Orders 2005 issued by the Minister for Finance and Administration on 30 June 2005.

While not required from statutory authorities, the Library has also compiled

this report with selected regard to Requirements for Departmental Annual Reports approved by the Joint Committee of Public Accounts and Audit under Subsections 63(2) and 70(2) of the *Public Service Act 1999* (Cwlth) June 2007.

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Fax: (02) 6257 1703  
Website: [www.nla.gov.au](http://www.nla.gov.au)

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