Public Libraries Consultative Committee (PLCC)

44th meeting of the Library Council Sub-committee to be held on
27 August 2007 in the Jean Garling Room,
State Library of New South Wales, at 2pm
(lunch served from 1pm)

Reminder: PLCC will meet with Library Council from 4-5pm

Agenda

1. Attendance

2. Minutes
The minutes of the 43rd meeting held on 18 June 2007

2.1 Business arising
   Internet access policies
   Yourtutor
   Zone meeting travel funding

Monitor the funding arrangements to provide advice to the Library Council on an annual basis

3. 2007/08 Public Library Grants and Subsidies
Recommendation from Committee to Library Council re: the allocation of the $1.023m reduction in funding for 2007/08

State Librarian and CEO
Assistant State Librarian, Public Library Services

Action: For discussion and recommendation

Provide policy advice to Library Council in relation to the provision of public library services in New South Wales

4. The Big Book Club and Little Big Book Club
Manager, Funding and Advisory Services

Action: For discussion and recommendation

5. Privacy Guidelines for NSW public libraries
Manager, Funding and Advisory Services

Action: For comment and recommendation

Manager, Funding and Advisory Services

Action: For comment
Provide a consultative framework for the Library Council, the State Library and key stakeholders in local government concerning public library services in New South Wales

7. Library Council report  (standing item)  
   Chairperson, Public Libraries Consultative Committee  
   
   Action: For information and discussion  

8. Emerging issues for public libraries  (standing item)  
   Chairperson, Public Libraries Consultative Committee  
   
   No items received  

Provide advice to Library Council on an annual basis concerning the development of guidelines for Library Development Grants

   Assistant State Librarian, Public Library Services  
   
   Action: for recommendation

GENERAL BUSINESS  

10. For information  
   
   10.1 Child Safe Child Friendly Public Libraries Working Group  
   
   10.2 Youth in Public Libraries Working Group  
   
   10.3 Public Library Developments  
      Manager, Funding & Advisory Services  
   
   10.4 Public Libraries NSW - Country report  
      Secretary, Metropolitan Public Libraries Association  
   
   10.5 Public Libraries NSW - Metropolitan report  
      Secretary, Metropolitan Public Libraries Association  
   
   10.6 Local Government Managers Australia (NSW) report  
      LGMA Representative

11.0 Other business

Meetings 2007  
12 November 2007 - 10.30 to 12 noon  

Meetings 2008  
Monday 10 March 10:30-12  

Monday 16 June - Planning 10.30-12, Lunch 12-1, Meeting 1-2.30  

Monday 25 August - Meeting 2-3.30, Meet with Library Council 4-5  

Monday 24 November -10.30-12pm
Public Libraries Consultative Committee (PLCC)
Draft Minutes

44th Meeting of the Library Council Sub-Committee held on Monday 27 August 2007 in the Jean Garling Room
State Library of NSW, at 2pm

1. Attendance

Robert Knight, Chair (Library Council), Lynne Makin (Public Libraries NSW – Country), Noel Baum (LGSA), Regina Sutton (State Librarian & CEO), Ewan Tolhurst (Public Libraries NSW – Country), Jan Richards (Public Libraries NSW – Country), Lia Chinnery (LGMA), Kathleen Bresnahan (State Library), Paul Scully (Public Libraries NSW – Metropolitan), Richard Fisher (Library Council), Cameron Morley (State Library - Minutes)

Apologies

Frances Sims (Public Libraries NSW – Metropolitan), Sonya Phillips (Public Libraries NSW – Metropolitan), Beverley Giegerl (LGSA)

2. Review of Previous Minutes and Business Arising

The Minutes of the 43rd meeting were approved.

2.1 Business arising

Internet access policies
Referred to Library Council meeting of 27 August 2007. (Note – changes to the Guideline on Information Access in NSW public libraries were endorsed at the Library Council meeting.)

Yourtutor
The PLCC’s decision was communicated to Tutoring Australasia in writing.

Zone meeting travel funding
The PLCC’s decision was communicated to the NE Zone of PLNSW-C in writing.

3. 2007/08 Public Library Grants and Subsidies

The Committee considered the $1.023m reduction in the Public Library Grants and Subsidies for 2007/08. As in previous years additional funds are required to fund the 53,447 extra people resident in the State ($146,347). This amount comprises the $1.85 per capita as prescribed and the funds required for the Disability and Geographic adjustment payment which is also impacted by population increases.
It was unanimously agreed that the reduction and funds required for the additional residents be sourced from the Library Development Grants component of the funding and that this recommendation be conveyed to the Library Council meeting of 27 August.

4. **The Big Book Club and Little Big Book Club**
The coordinators of the Big Book Club and the Little Big Book Club have advised the State Library that The Daily Telegraph is interested in implementing these programs in NSW commencing in January 2008.

Public Library involvement would require central coordination by the State Library of NSW and would have cost implications for the State Library and local government of up to $260,000.

The Committee noted that while the initiatives have merit, library involvement cannot proceed in the current funding environment.

The Committee also noted that should funds become available in the future more information on the costs and benefits of the programs would be required before a decision could be made.

The State Library will inform the Big Book Club Inc of this decision.

5. **Privacy Guidelines for NSW Public Libraries**
The Committee endorsed the Guidelines and recommended that they be referred to the Governance Group of the Local Government Managers Association of Australia (NSW) for information. In addition, a note will be added to the Guidelines encouraging libraries to ensure that any policies adopted that are based on the Guidelines are made with reference to existing local council privacy policies.

6. **Guidelines to the Library Act 1939 and Library Regulation 2005 for Local Authorities**
The Committee endorsed the Guidelines and recommended that the Guidelines are forwarded to Library Council for formal endorsement subject to checking by the NSW Crown Solicitor.

7. **Public Library Network Issues Considered by Library Council July to August 2007**
The paper was noted.

8. **Emerging Issues**
No papers were received.

It was noted that an update on the internet filtering debate for the meeting of 12 November would be timely.

9. **Library Development Grants 2008/09**
Over recent years the Library Development Grants applications have
been received and assessed in advance of the financial year in which the funds are allocated.

With the reduction to the Public Library Grants and Subsidies and the review of the allocation of those funds as announced by the Minister for the Arts on 21 August 2007, the schedule for the Grants needs to be changed. The Committee agreed to recommend the following timetable:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 July 2008</td>
<td>Call for applications</td>
</tr>
<tr>
<td>Friday 20 September 2008</td>
<td>Applications close</td>
</tr>
<tr>
<td>October to November 2008</td>
<td>Assessment of applications</td>
</tr>
<tr>
<td>Late November 2008</td>
<td>Recommendations to Library Council</td>
</tr>
<tr>
<td>December 2008</td>
<td>Recommendations to the Minister</td>
</tr>
<tr>
<td>January 2009 (provisional)</td>
<td>Grant announcements</td>
</tr>
<tr>
<td>February 2009 (provisional)</td>
<td>Grant notifications by State Library</td>
</tr>
<tr>
<td>March 2009 (provisional)</td>
<td>Grant payments</td>
</tr>
<tr>
<td>30 June 2010</td>
<td>Progress reports if project incomplete</td>
</tr>
<tr>
<td>30 June 2011, or at completion, or at date approved through a variation request</td>
<td>Final reports</td>
</tr>
</tbody>
</table>

The revision to the timetable is to ensure that total funds available to the Grants program are known in advance of the call for applications. The recommendation will be forwarded to the Library Council Grants Committee for approval.

Cameron Morley

10 For Information

10.1 Child Safe Child Friendly Public Libraries Working Group
10.2 Youth in Public Libraries Working Group
10.3 Public Library Developments
10.4 Public Libraries NSW – Country report
10.5 Public Libraries NSW - Metropolitan report
10.6 Local Government Managers Australia (NSW) Report

11 Other Business

Meetings 2007
12 November 2007 - 10.30 to 12 noon

Meetings 2008
Monday 10 March 10:30-12
Monday 16 June - Planning 10.30-12, Lunch 12-1, Meeting 1-2.30
Monday 25 August - Meeting 2-3.30, Meet with Library Council 4-5
Monday 24 November -10.30-12pm

The meeting closed at 3.40 pm
Public Libraries Consultative Committee (PLCC)
Minutes

43rd Meeting of the Library Council Sub-Committee held on
Monday 18 June 2007 in the Jean Garling Room
State Library of NSW, at 1pm

1. Attendance

Robert Knight, Chair (Library Council), Lynne Makin (Public Libraries NSW – Country), Frances Sims (Public Libraries NSW – Metropolitan), Noel Baum (LGSA), Regina Sutton (State Librarian & CEO), Beverley Giegerl (LGSA), Ewan Tolhurst (Public Libraries NSW – Country), Sonya Phillips (Public Libraries NSW – Metropolitan), Jan Richards (Public Libraries NSW – Country), Lia Chinnery (LGMA), Kathleen Bresnahan (State Library), Paul Scully (Public Libraries NSW – Metropolitan), Cameron Morley (State Library - Minutes)

Note that CPLA & MPLA have been re-named Public Libraries NSW – Country (PLC) & Public Libraries NSW – Metropolitan (PLM) respectively.

Apologies

Richard Fisher (Library Council)

ACTION

2. Review of Previous Minutes and Business Arising
The Minutes of the 42nd meeting were approved.

2.1 Business arising
Disclosure of Interests
To comply with the Library Act 1939 and the NSW Premier’s Department Conduct Guidelines for Members of NSW Boards and Committees, Committee members will be asked to complete a form disclosing interests that may be relevant to the activities of the Committee.

Cameron Morley

3. Funding for PLNSW-C Zone Meetings
The Committee considered the request for funding assistance from the N/E Zone of PLNSW-C for library staff from councils with a population of less than 10,000 to attend Zone meetings.

The Committee considered that attendance at Zone meetings is a local government matter and should not be funded from the
Cooperative and Networking budget.

The State Library will notify the Zone Chair re: this decision.

4. **yourtutor proposal by Tutoring Australasia**
   The Committee considered a proposal from Tutoring Australasia to jointly apply for sponsorship funding to provide **yourtutor** to country libraries.

   It was noted that it was agreed at the 42nd meeting in March 2007 that the proposal is not to be funded through the Cooperative and Networking funds.

   It was agreed that the proposal to apply for sponsorship would not be pursued because significant in-kind resource commitment would be necessary, councils have differing policies on sponsorship, and that there is little prospect of recurrent funding for this program.

   The State Library will write to Tutoring Australasia regarding this decision.

5. **Internet Access Policies**
   The Committee was advised at the 42nd meeting that the NSW Crown Solicitor was reviewing the State Library Internet access policies and the Library Council Guideline on Access to Information in NSW Public Libraries.

   The Crown Solicitor has advised that the policies are legally sound, and has recommended some additions to the policy.

   The additions were noted and it was agreed that they would be added to the policies.

6. **Research Proposals**
   Proposals considered by the Public Library Network Research Committee were presented to the PLCC for information and endorsement.

   The Committee agreed that the proposed project to update key public library standards and guidelines is the priority for 2007/08.

7. **Public Library Network Issues Considered by Library Council February to June 2007**
   The paper was noted.

8. **Emerging Issues**
   No papers were received.

9. **For Information**
9.1 Public Library Developments
9.2 Public Libraries NSW – Country Report
9.3 Public Libraries NSW- Metropolitan Report
9.4 Local Government Managers Australia (NSW) Report
9.5 Multicultural Purchasing Cooperative

10 Other Business

The Meeting closed at 3pm
Public Libraries Consultative Committee (PLCC)

Child Safe, Child Friendly Public Libraries Working Group

Issue

Background
The Child Safe, Child Friendly Public Libraries Working Group has completed the following documents and they are now with the NSW Commission for Children and Young People for feedback:

- Overview of the legislation as it affects public libraries [including mandatory reporting, Working with Children checks and Prohibited Employment Declarations]
- Finding the right people [advertising for and recruiting staff, including referee checking]
- Finding your risks [a risk assessment tool for library staff]
- Library specific training scenarios [for inclusion in the Commission’s training program]

The Consultant, Young People and Older Persons met with the representatives of the NSW Commission for Children and Young People on Tuesday 21 August to work through these documents to develop a final version for endorsement by the NSW Commissioner for Children and Young People and Library Council of NSW.

Recommendation
For information.

Mylee Joseph
Consultant, Young People & Older Persons, Public Library Services
27 August 2007
Public Libraries Consultative Committee (PLCC)

Youth in Public Libraries Working Group

Issue

Background
The Youth in Public Libraries Working Group met with Garner Clancey of CHD Partners who has been commissioned by the NSW Youth Action and Policy Association (YAPA, www.yapa.org.au) to develop a Self-Paced Learning Package: Young People and Libraries, funded by Western Sydney Area Assistance Scheme (WSASS).

The working group provided input to the learning package in three key areas:
- facilitating NSW public library staff providing scenarios grounded in library experience with young people
- convening a focus group with Garner Clancey and promoting participation by primarily Western Sydney library staff [due to the funding for the project coming from WSASS]
- providing information about the legislative framework NSW public libraries operate within

More information is anticipated in coming weeks as Garner is meeting with YAPA to review a draft of the Self-Paced Learning Package: Young People and Libraries.

Recommendation
For information.

Mylee Joseph
Consultant, Young People & Older Persons, Public Library Services
27 August 2007
Public Libraries Consultative Committee

Public Library Developments

- There is a newly launched subject guide to London library collections, and the 60 or so online databases currently held in London's public libraries. It uses a tag cloud to guide readers to collections in public, academic and specialist libraries. Subject guide: [www.londonlibraries.org/listsubjects.jsp](http://www.londonlibraries.org/listsubjects.jsp) and the database of online resources: [www.londonlibraries.org/eresources.jsp](http://www.londonlibraries.org/eresources.jsp)

- The Open Library Project. What if there was a library which held every book? Not every book on sale, or every important book, or even every book in English, but simply every book—a key part of our planet's cultural legacy. [demo.openlibrary.org/about](http://demo.openlibrary.org/about)

- The BBC reports on a study which show people are reading more than they were in the 1970s. This short article highlights some reasons for this change. [news.bbc.co.uk/2/hi/uk_news/education/6285740.stm](http://news.bbc.co.uk/2/hi/uk_news/education/6285740.stm) The press release from the University of Manchester has more information about this [www.humanities.manchester.ac.uk/aboutus/news/display/index.htm?id=119971](http://www.humanities.manchester.ac.uk/aboutus/news/display/index.htm?id=119971)


- Powerhouse Museum’s collection – test tagging. This trial of bulk tagging is worth a look at it, try tagging some items yourself. [www.powerhousemuseum.com/dmsblog/experimental/bulktagger/](http://www.powerhousemuseum.com/dmsblog/experimental/bulktagger/)

- The Reading Experience Database (RED) was launched in 1996 at the UK Open University. Its mission is to accumulate as much data as possible about the reading experiences of British subjects from 1450 to 1945. [www.open.ac.uk/Arts/RED/index.html](http://www.open.ac.uk/Arts/RED/index.html)

- Voting will open soon for the Public Library Building Awards UK & Republic of Ireland 2007 [www.designinglibraries.org.uk/](http://www.designinglibraries.org.uk/)


• And for all that other technology…
  10 tech concepts you need to know for 2007 from *Popular Mechanics*

Victoria Anderson
**Consultant, Public Library Services**
27 August 2007

With assistance from the Public Library Services team.
Public Libraries Consultative Committee

Report from Public Libraries NSW – Country (PLC)

August 2007

Annual Conference
The Association’s annual conference *Public Libraries: a cultural pearl* was held in Merimbula, between 17-19 July 2007. The program attracted nearly 300 delegates from across NSW and interstate, demonstrating the conference’s wide appeal and reputation for excellence in content and networking. The conference papers are available on the Association’s web site. The Association’s Annual General Meeting was also held during the Conference.

The 2008 Conference will be held in Tamworth between 30 July and 1 August.

2007 Marketing Awards for Public Libraries (MAPLs) were announced at the Conference with success enjoyed by many PLC member libraries.

Congratulations to:

**Category 1:** under 5,000
- Grenfell Public Library - Sweet/Suite for Seniors (*1st*)
- Warren - Rabbit Readers @ your library (Highly Commended)

**Category 2:** 5,001 – 10,000
- Cooma - Books for blokes (*1st*)
- Oberon - Oberon Readeo HC

**Category 3:** 10,001 – 30,000
- Gunnedah - Membership drive (*1st*)
- Narrabri Public Library - Lucky dip literature (HC)

**Category 4:** 30,001 – 100,000
- Great Lakes - Great books festival (HC)

**Category 5:** 100,001+
- Lake Macquarie - Read and Rhyme Time

Special award for most creative project
- Lismore - Lismore Living Library

Colin Mills Scholarship
The 2007 Colin Mills Scholarship was awarded to Carina Clement from Albury City Libraries for her application “Libraries leading cultural convergence – the UK experience” and was presented at the Association’s Conference in Merimbula. There was a strong field for the Scholarship with a range of proposals for investigation presented to the evaluation panel.

Library Funding
Much of the Association’s activity over the past few months has centred on issues relating to funding. Together with Public Libraries NSW – Metropolitan
(PLM) PLC has been able to secure an appointment with the Minister for the Arts, Hon Frank Sartor on 4 September to discuss this further.

**Local Government Conference**
Public Libraries NSW Country and Metropolitan have joined forces and are developing an exhibition for the Local Government Association Conference to be held in Coffs Harbour 21-24 October 2007. Both Associations exhibited at this Conference in 2006 and received extremely positive feedback.

PLC was once again an exhibitor at the 2007 Shires Association Conference 4-6 June. As in previous years our participation in this forum proved to be an ideal opportunity to talk to key stakeholders with the focus this year being on funding.

**Response to Minister for Communications, Information Technology and the Arts**
In conjunction with PLM the Association issued a media release in response to comments from the Federal Minister for Communications, Information Technology and the Arts, the Hon Helen Coonan regarding internet filtering. A copy of the media release is available on the website [www.cpla.asn.au](http://www.cpla.asn.au) under resources.

**Public Library Associations: Working Collaboratively**
On 8 August PLC was represented at the 2nd Public Library Associations: Working Collaboratively meeting held in Canberra in conjunction with the Public Libraries Australia Conference. Jointly convened by Public Libraries Australia and the Australian Library and Information Association this meeting further explored ways in which the various state and national associations can work together.

Jan Richards

Secretary

Public Libraries NSW - Country

22 August 2007