Public Libraries Consultative Committee (PLCC)

52nd meeting of the Library Council Sub-committee to be held on
Monday 15 June 2009 in the Jean Garling Room,
State Library of New South Wales at 10.30am

(Lunch will be served from 12pm)

Agenda

1. Attendance

2. Minutes
   The minutes of the 51st meeting held on 9 March 2009

Business arising

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

3. Public Library Funding Strategy 2009/10
   State Librarian
   Director, Public Library and Community Learning Services
   Manager, Funding and Advisory Services

   Action
   For information and recommendation

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

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

   Manager, Funding and Advisory Services

   Action
   For discussion and recommendation

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

5. NSW.net Service Delivery and Marketing Strategy 2009-2012

   5.1 NSW.net Highlights March to May 2009.

   Director, Public Library and Community Learning Services
In attendance: Joyce Azzopardi, Manager NSW.net

Action
For information and discussion

6. PLCC Code of Conduct
Chair, PLCC

Action
For information

7. Review of State Library Interlibrary Loan Policy
Manager, Public Library Services

Action
For information and discussion

8. Public Library Statistics – review of Annual Return
Manager, Public Library Services

In attendance: Leanne Perry, Consultant, Public Library Services

Action
For information and discussion

9. Library Council report (standing item)
Chair, Public Libraries Consultative Committee

Action
For information and discussion

10. Emerging issues for public libraries (standing item)

Constraints for the operating Framework of Regional Libraries under the NSW Library Act 1939
Submitted by Public Libraries NSW-Country

11. For information

11.1 Local Government Managers Australia (NSW) report
LGMA Representative

11.2 Public Libraries NSW - Metropolitan report

11.2.1 Additional paper- SLNSW Services to NSW public libraries: a PLM perspective

Secretary, PLM
11.3 Public Libraries NSW - Country report  
Secretary, PLC

GENERAL BUSINESS

12. Other business
Public Libraries Consultative Committee (PLCC)

Minutes

52nd meeting of the Library Council Sub-committee held on
Monday 15 June 2009 in the Jean Garling Room
State Library of New South Wales, at 10:30am

1. Present
Robert Knight (Chair – Library Council of NSW) Richard Fisher (Library Council of NSW), Rob Thomas (Library Council of NSW), Noel Baum (LGSA), Ian Greenhalgh (PLC), Clr Graham Smith (PLC), Clr Les Lambert (PLC), Lyn Barakat (PLM), Jennifer Bice (PLM), Regina Sutton (State Library of NSW), Frances Sims (State Library of NSW), Cameron Morley (State Library of NSW - Minutes)

Apologies
Clr Win Gaffney (PLM), Clr Julie Hegarty (LGSA), Lia Chinnery (LGMA), Martin Field (PLC)

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<td>Review of Previous Minutes and Business Arising</td>
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<td>The minutes of the 51st meeting held on 9 March 2009, which had been circulated, were confirmed and accepted as a true record.</td>
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<td>The Chair thanked Richard Fisher for assuming the role of Chair in his absence.</td>
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Monitor the funding arrangements to provide advice to the Library Council on an annual basis

3

Public Library Funding Strategy 2009/10
Frances Sims presented the proposed Public Library Funding Strategy for 2009/10, including discussion of the effect of population growth on the Grants and Subsidies, and the reallocation of the Vision Australia funding to support State Library services to public libraries.

The Committee recommended that:

1) Library Council endorses the funding strategy as proposed and recommends it to the Minister for approval.

2) Library Council informs the Minister that the erosion of the funding due to population growth and CPI factors is impacting adversely on NSW public libraries.

3) Library Council recommends to the Minister that the funds are appropriately indexed in future years to maintain the integrity and value of the overall funding program.

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

Frances Sims
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<td><strong>Library Development Grant Guidelines</strong>&lt;br&gt;Cameron Morley presented the draft 2009/10 Library Development Grant Guidelines. &lt;br&gt;&lt;br&gt;The Committee noted amendments to the Guidelines including the addition of collection development as a funding priority, the inclusion of information on the Country Libraries Funding (which will be delivered through the Library Development Grant program) and the possible inclusion of NSW Department of Planning population projections as an alternative to ABS figures for councils submitting building applications. &lt;br&gt;&lt;br&gt;The Committee suggested clarifying amendments be made to the wording of the sections on signatures and the Country Libraries Fund allocation process. &lt;br&gt;&lt;br&gt;The amended draft will be considered by Library Council and the Library Council Grants Committee prior to publication. The Guidelines are scheduled for release to local councils in July. &lt;br&gt;&lt;br&gt;It was also noted that the State Library will offer grant writing workshops for public library staff in July and August 2009.</td>
<td>Cameron Morley</td>
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<td><strong>NSW.net Service Delivery and Marketing Strategy 2009-2012</strong>&lt;br&gt;Joyce Azzopardi, Manager NSW.net attended to present the report. &lt;br&gt;&lt;br&gt;The Committee unanimously endorsed the Strategy and commended both the quality of the final documentation and the inclusiveness of the consultation process. &lt;br&gt;&lt;br&gt;The State Librarian noted that there had been some contention regarding NSW.net in recent years, and noted that the PLCC is the appropriate forum for continued dialogue on the NSW.net service. &lt;br&gt;&lt;br&gt;The Committee supported this approach, and it was agreed that six monthly updates be brought to the Committee to monitor the progress of the Strategy.</td>
<td>Joyce Azzopardi</td>
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<td><strong>NSW.net Highlights March – May 2009</strong></td>
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<td>The Committee noted the growth in the service over 2009 including training, consortia trials and the implementation of new connections and wireless hotspots.</td>
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| 6            | **PLCC Code of Conduct**  
The Chair noted that Committee members are to observe the principles of the Library Council Code of Conduct.  
The confidentiality of PLCC matters was highlighted, and that Committee minutes and recommendations are subject to Library Council endorsement.  
The PLCC Chair issues a brief statement to the network regarding meeting business within 10 days of each meeting, pending Library Council endorsement of minutes and papers.  
Noel Baum suggested a version of the Code is drafted for use by the Committee that clarifies that members are representing the interests of their respective organisations.  
It was agreed that a draft is brought to the next meeting.                                                                                                                                                                                              | Frances Sims    |
| 7            | **Review of State Library Interlibrary Loan Policy**  
Frances Sims presented the revised draft policy, noting that the policy has been amended to allow items lent to NSW public libraries to be used away from the borrowing library by borrowers. The Committee welcomed the amendment.  
The Policy will be implemented following approval by the State Library Executive.                                                                                                                                                                               |                 |
| 8            | **Public Library Statistics – review of Annual Return**  
Leanne Perry attended to present the paper.  
The annual collection of public library statistics from local councils supports the Library Council’s role under the Library Act 1939, including:  
- s5(1)(a) to make or cause to be made careful inquiry into the administration and management of every local library, and  
- s13(3) Library Council must be of the opinion that a library is reasonably capable of meeting the needs of its residents before recommending subsidies are paid.  
This survey collects data on a range of key performance indicators for the NSW Public Library network.  
The statistics are collated by the State Library and made available to public libraries via the annual Public Library Statistics publication and electronically via the Bibliostat Connect database. |                 |
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<td>In 2008 a comprehensive review of the statistical form was undertaken with NSW library managers by survey. A 50% response rate to the survey was received.</td>
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<td>Based on the survey results a range of questions in the annual return have been deleted.</td>
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<td>The Committee considered the draft form and endorsed the changes. In addition, the Committee congratulated the team on the revision.</td>
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<td>Future strategies include training of public library staff in use of the Bibliostat Connect database and developing support tools for data collection.</td>
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| 9            | **Library Council Report** *(standing item)*                                                                                                                                           |        |

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<th><strong>Emerging issues for public libraries</strong> <em>(standing item)</em></th>
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<td><strong>Constraints for the operating Framework of Regional Libraries under the NSW Library Act 1939</strong></td>
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<td>Clr Graham Smith introduced the paper, and acknowledged the flexibility of the State Librarian and the Executive Director of Arts NSW in considering this matter.</td>
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<td>The Public Libraries NSW – Country Executive has endorsed the recommendation from the regional library managers group that the following amendment is considered:</td>
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<td><em>That the Library Act 1939 be amended through the addition of a Part (d) to Section 12.1 and a Part (c) to Section 12.2 that conveys the following concept:</em></td>
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<td>“Two or more local authorities may adopt a model that meets the requirements of the Local Government Act for the joint provision of library services”</td>
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<td>The State Library representatives commented that there were a number of actions from the 27 April 2009 forum on this matter that need to be undertaken prior to asking Library Council to consider the amendment. These include:</td>
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<td>• Seeking further advice on definitions and other pertinent matters from the NSW Crown Solicitor</td>
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<td>• Convening a working group of stakeholders to consider alternate models, including dialogue with the</td>
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<td>Department of Local Government and the Department of Arts, Sport and Recreation on the matter.</td>
<td>Cameron Morley</td>
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<td>The State Librarian noted that the Director General, DASR is supportive of further investigation.</td>
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<td>State Library representatives will meet with the Executive Officer of PLNSW-Country on 30 June to progress the matter.</td>
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<td>It was agreed that Richard Fisher would be involved in the process representing Library Council.</td>
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### 11 For information

**11.1 Local Government Managers Australia (NSW) Report**
LGMA Representative

**11.2 Public Libraries NSW - Metropolitan Report**
PLM Representative

**11.2.1 Additional paper- SLNSW Services to NSW public libraries: a PLM perspective**

The Committee noted the PLNSW-Metropolitan paper on State Library Services. The PLM representatives highlighted the Yourtutor and NSW Public Libraries Strategic Plan components of the paper, and noted that some items raised in the report had already been undertaken.

**11.3 Public Libraries NSW - Country Report**
Secretary, PLC

The Chair of PLNSW-Country raised the matter of the ability of small councils to apply for Library Development Grants. The Association plans to gauge opinion from its members and bring the matter back to the August meeting.

It was noted that the State Library will consider suggestions for simplifying the Grant process, and that the application process was considerably simplified in 2008/09 in response to the Parry Report recommendations. In addition, the State Library will offer grant writing workshops in July and August 2009.

### GENERAL BUSINESS

The Committee Chair thanked the State Library for the quality of the papers for this meeting.
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<td>Other Business</td>
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Meeting dates for 2009:
- 31 August 2009 12:30 for 1pm. The Committee will meet with Library Council from 2.30-3.30pm.
- 16 November 2009

Meeting closed 12.15pm