
CODE OF CONDUCT

Library Council of New South Wales

Code of conduct



STATE LIBRARY®
NEW SOUTH WALES

Library Council of New South Wales

Code of Conduct

The Library Council of New South Wales is constituted under the *Library Act 1939*. The Library Council is a Governing Board which maintains library and information services for the people of New South Wales and provides advice to the Minister on relevant matters.

The people of New South Wales have a right to expect the business of the Library Council of New South Wales to be conducted with efficiency, impartiality and integrity.

This Code of Conduct summarises the expectations of ethical conduct of members of Library Council and all members of committees established by Library Council.

MEMBERS OF LIBRARY COUNCIL WILL:

1. Act honestly and impartially and in the best interests of the State Library of New South Wales and adhering to the *Library Act 1939*.
2. Use due care in fulfilling the functions of office, ensuring that decisions and actions are based on consideration of all relevant facts, and supported by adequate documentation.
3. Ensure that their private interests, or the interests of any associated person, will not conflict with their responsibilities with respect to the governance of the State Library of New South Wales.
4. Disclose the particulars of any actual or potential conflict of interest to Library Council as soon as they arise, and if deemed necessary, withdraw from any related committees or decision-making processes, unless Library Council determines otherwise. *The Library Act 1939*, Schedule 1, clause 8A provides that Library Council members will advise direct and indirect pecuniary interests. Any disclosures made under these provisions will be recorded and may be made available to members of the public on request. These provisions also apply to Library Council committees.
5. Treat Library Council papers, discussions and decisions as confidential, maintain the confidentiality of information acquired in the course of their duties, and not make improper use of information acquired.
6. The President of the Library Council and the NSW State Librarian & Chief Executive are the primary spokespeople for the State Library of New South Wales. All members of the Council are ambassadors for the Council and the State Library of New South Wales but should take care not to make inappropriate disclosures or misrepresent the Library when making public comment. Public comment includes public speaking engagements, comments in the media, letters to newspapers, and views expressed in books, journal articles, websites and social media.
7. Refuse to accept any remuneration, gifts or benefits that are intended to influence their decisions, or may be perceived to influence their decisions.
8. Uphold the principles contained in the *Conduct Guidelines for Members of NSW Government Boards and Committees* and relevant legislation including:
Independent Commission Against Corruption Act 1988
Library Act 1939
Ombudsman Act 1974
Public Interest Disclosures Act 1994
Public Finance & Audit Act 1983
Public Sector Employment and Management Act 2002
NSW Government Lobbyist Code of Conduct, July 2011

Essential information

The State Library of NSW comprises the State Reference Library and the Mitchell Library.

The State Reference Library, in the Macquarie Street building, has an extensive range of Australian and international books, journals, magazines and other research material.

The Mitchell Library, in the historic sandstone building, holds an internationally renowned research collection relating to Australia, with special emphasis on NSW, Antarctica and the south-west Pacific, and houses the Dixon collections. You need to use this Library to access original material such as manuscripts and pictures.

BECOME A FRIEND

Become a Friend of the Library and receive exclusive benefits. Friends receive our quarterly *SL* magazine, with articles by curators and specialist writers; enjoy weekday access to our private Friends Room; join us for two free events each year plus discounts to all public events; receive a 10% discount at the Library Shop and cafe; and enjoy reciprocal relationships with other Friends groups.

Telephone: (02) 9273 1593

Email: friends@sl.nsw.gov.au

www.sl.nsw.gov.au/support

FIND OUT WHAT'S ON

Find out what's happening at the Library.

Subscribe to our monthly *What's On* e-newsletter at www.sl.nsw.gov.au/system/forms/enewsletters.html.

FOR HELP WITH YOUR RESEARCH

To see the different ways you can contact us for help with your research, click on the 'ASK A LIBRARIAN' link on our website.

DISABILITY INFORMATION

Wheelchair access is via a ramp on Macquarie St, opposite Hunter St. Disabled parking is available on the corner of Shakespeare Pl. and Macquarie St. The buildings have lifts, accessible toilets, hearing loops and courtesy wheelchairs. Adaptive technology is available. For further information or assistance please phone (02) 9273 1414.

OPENING HOURS

**State Reference Library
(including Family History Service)
and Mitchell Library**

Monday to Thursday	9 am to 8 pm
Friday	9 am to 5 pm
Weekends	10 am to 5 pm

The Mitchell Library is closed on Sundays.

Legal Information Access Centre

Monday to Friday	10 am to 5 pm
Saturday	closed
Sunday	10 am to 5 pm

Exhibition galleries

Weekdays	9 am to 5 pm
Tuesdays	9 am to 8 pm
Tuesdays in the Galleries events	6 pm to 8 pm
Weekends	10 am to 5 pm

The Library Shop

Monday to Friday	9 am to 5 pm
Weekends	11 am to 5 pm

Telephone: (02) 9273 1611
Email: libshop@sl.nsw.gov.au
www.sl.nsw.gov.au/shop

Cafe Trim

Monday to Friday	7.30 am to 5 pm
Weekends	10.30 am to 4.30 pm

Follow us on

 twitter.com/@statelibrarynsw
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 www.sl.nsw.gov.au/about/collections/flickr.html

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