Public Libraries Consultative Committee

Minutes of the meeting held Monday, 15 July 2013
13.30-15:00, Stanton Library, North Sydney
TRIM File No: 32540

1.	**Present:** Andrew Tink (A/Chair, Library Council of NSW), Alex Byrne (State Librarian), Robert Knight (PLNSW), Clr Graham Smith (PLNSW), Clr Veronique Marchandeau (NSW MPLA), Michelle Simon (NSW MPLA), Keryl Collard (PLNSW), Clr Julie Hegarty (LGSA), Noel Baum (LGSA), Frances Sims (State Library of NSW - Minutes), Joyce Azzopardi (State Library of NSW) **In attendance:** Jerelynn Brown (State Library of NSW) – Item 10 Anne Doherty (State Library of NSW) – Item 11 Kate O'Grady (State Library of NSW) – Item 12 Martin Ellis (North Sydney Library) - Observer	
2.	**Apologies:** Jan Richards (Chair, Library Council of NSW), Rob Thomas (Library Council of NSW), Paul Scully (NSW MPLA), Cameron Morley (State Library of NSW)	
3.	**Review of Previous Minutes and Business Arising** The minutes of the 67th meeting held on 18 March 2013, which had been circulated, were confirmed and accepted as a true record.	
4.	**Business Arising** ***Professional Development Needs Assessment*** At the PLCC meeting of 3 December it was agreed that a survey of NSW public libraries is undertaken to gauge professional development needs, with the results to inform future program offerings. Frances Sims noted that a needs assessment survey had been developed which will go to the upcoming Public Libraries Network Research Committee for sign-off and will then be forwarded to all Library Managers. The survey will identify: • Current and future training and PD needs • Gaps in the current program of professional development activities • Opportunities for future partnerships	Cameron Morley
		ACTION
5.	**Public Library Funding Strategy 2013/14** The funding increase sought as a result of the 2012/13 Review of	

	Public Library Funding was unsuccessful, however, an additional $2M has been provided as part of the Budget. This ensures that the level of funding is maintained at $26.528M and it is recommended that this additional $2M is allocated to the Library Development Grants. The State Librarian noted that the State Library is working closely with the Government on funding reform and a funding increase, however, it is recommended that the 2013/14 disbursement of funds uses the existing format. The statutory and recurrent components of the Public Library Grants and Subsidies total $26.228M leaving approximately $300,000 available for allocation. It is recommended that these funds are allocated to the **Strategic Network Project Funds** in support of additional statewide projects including the public library / State Library joint use card, public library videoconferencing specification development and pilot and RDA training for NSW public libraries. The Chair, through Robert Knight, noted support for the additional statewide project. **Library Subsidy and Disability and Geographic Adjustment 2013/14** The subsidy of 1.85 per head requires $13,481,109 in 2013/14. A further $6,501,545 is required to fund the Disability and Geographic Adjustment, making a total of $19,982,654 to fund the two components. **Library Development Grants** The additional $2M received in the Budget will be allocated to Library Development Grants, available to all councils. The maximum grant continues to be $200,000 and the Grants Committee will exercise its right to recommend partial funding to ensure that a range of projects are funded. **NSW.net** No changes for 2013/14 **Revitalising Regional Libraries / Wireless Hotspots** 2013/14 is year 3 of this 4 year program *Recommendation:* The Committee endorsed the 2013/14 Public Library Funding Strategy for recommendation to Library Council and the Minister for the Arts.		Frances Sims
6.	**Collection Selection Practice in NSW Public Libraries** Frances Sims presented a paper on Collection Selection Practice in NSW Public Libraries prepared in response to an enquiry by the PLCC at the meeting of 18 March 2013 on the extent of the practice.		

	The committee was informed that outsourcing of collection procurement cataloguing and processing is becoming increasingly common. Demand for public libraries has grown markedly with library visits increasing since 2000 by 30% to 35 million in 2012. Staff to client ratios have remained, however, largely unchanged. A key imperative for libraries is to move staff "backroom" operations to roles that directly serve the community.	
	In 2010, a cost benefit analysis of public library collection management models was undertaken. The report of this research, entitled *A Benefit cost analysis: outsourcing of acquisitions, cataloguing and processing in NSW Public Libraries* identified operational, economic and social costs and benefits for libraries outsourcing collection procurement and management. This report is available on the State Library's website.	
	The State Library regularly advises NSW public libraries on collection management and recommends that 60% to 80% of collection selection – on collection management suppliers be outsourced to free up staff time for front of house activities. The importance of selection profiles for suppliers to achieve successful outsourcing, was noted and this point re-enforced by the State Librarian.	Frances Sims
	Recommendation: The Committee noted the collection selection practices in NSW Public Libraries briefing and requested that a copy be attached to the unconfirmed minutes of the PLCC meeting for Library Council information at its meeting of 12 August 2013.	
7.	**Libraries Act! Card Project** Joyce Azzopardi provided an update on the progress of the Libraries Act! Card Project. A Project Group was formed at the State Library in March 2013 to investigate options for the project with Joyce Azzopardi as Project Leader. Investigations have involved an environmental scan of joint membership models operating in state libraries across Australia. Due to the complexity and varying information fields displayed on the public library cards, the following membership model has been defined: • No changes to the current SLNSW membership process • No client information will be transferred in order for public library clients to gain access to the databases • Public libraries will sign an agreement with the State Library to participate. The agreement will clarify responsibilities • Access will be through a defined set of barcode numbers provided by each participating public library service.	

	Authentication will be via the State Library's web proxy server • No consent by the client is required since no personal information is being passed to the State Library • Responsibility for statistics on new members remains with the local public library to count with the State Library counting usage of eResources. The proposed model allows public library patrons (card holders) immediate access to SLNSW eResources once their library's barcode ranges have been uploaded. Discussions with the State Library of NSW's key database vendors will be undertaken by September 2013. A 6 month pilot at Randwick and Great Lakes public library services will be undertaken commencing in October 2013. Evaluation of these pilots will be completed at the end of these trials and an update provided to the PLCC. If successful, joint membership access will be rolled out to the remaining public libraries from November 2014 to mark the seventy-fifth anniversary of the Library Act 1939. Letters of offer with an attached agreement have been sent to the General Managers of the councils of the pilot libraries. A marketing strategy to promote this initiative will be developed by the State Library in collaboration with the public library network. *Recommendation:* The Committee noted with enthusiasm the progress of the Libraries Act! Card project; a seventy-fifth anniversary of the Library Act 1939 initiative.	Joyce Azzopardi
8.	**Revitalising Regional Libraries Grants and Metropolitan Needs Assessments 2013/14 - 2014/15** Frances Sims presented a briefing paper on the 2013/14 and 2014/15 rollouts of the Revitalising Regional Libraries Grants and metropolitan library needs assessments. A further 28 country councils will receive the grant in 2013/14 and the final 28 will receive their grants in 2014/15. The State Library will contact each of the 2013/14 councils shortly to set dates for the needs assessment consultations. In years 3 and 4 there will be a greater representation of councils party to regional library agreements. While the funding is paid to each individual council to improve library services for the local community, there is scope for regional coordination on projects as long as this is identified as a need as part of the needs assessments. **Metropolitan Assessments** State Library staff have completed the data compilation phase of the metropolitan needs assessments, which involves comparing each library's key statistics with Living Learning Libraries standards. Visits to 24 metropolitan libraries were conducted in	

	2012/13. The remaining 15 will occur in 2013/14.	
	Summary of Needs Assessments The Library Council of NSW's *Public Library Standards and Guidelines* (Living, Learning Libraries), are used as the metric for the needs assessment.	
	The data gathered from the assessments confirms that inadequate library buildings constitute the single biggest issue facing NSW public libraries, however, systems and collections are also in need of upgrades at many libraries.	
	Recommendation: The Committee noted the Revitalising Regional Libraries Grants and Metropolitan Needs Assessments 2013/14 – 2014/15.	Frances Sims
	Robert Knight asked if councils that have mobile libraries only have been considered for funding. Frances Sims indicated none had been assessed to date but would be assessed in years 3 and 4.	
9.	**Public Library Services Branch Review** Frances Sims briefed the Committee on the review of Public Library Services Branch. Following the establishment of the State Library's structured Review Program, a Public Library Services Branch (PLS) review, including services, activities and partnership aspects, is to be undertaken as part of the Library's review timetable. Fyusion Asia Pacific Pty Ltd has been appointed as the external consultant to support the PLS Branch Review. The Review will include interviews with staff and internal stakeholders and also draw on the extensive information available and the review work previously undertaken by Heugin Consulting in 2010. A part of the review will involve targeted interviews with public library managers. Approximately 12 library managers will be interviewed. Libraries have been identified to ensure a representative cross-section across NSW. Current and past PLCC Library Managers will be asked to test the draft review recommendations. The Review will commence by the end of July 2013 and will be completed for Library Executive consideration by late October 2013. A report will be brought to the PLCC following its completion to indicate any implications for services or the organisation of the Branch.	

	Recommendation: The Committee noted the Public Library Services Branch Review.		Frances Sims
10.	**Newspaper Digitisation in New South Wales** Jerelynn Brown presented on the progress with newspaper digitisation in NSW and provided information about plans for 2013-14, including in particular, for the newspaper strand of the Digital Excellence Program. When the State Library received a substantial funding allocation from the NSW Government last year to digitise the Library's heritage collections, the content identified as the first priority was NSW newspapers, published during WW1, with emphasis on papers from rural and regional areas. The Library negotiated a Memorandum of Understanding with the National Library of Australia to digitise and make NSW newspapers accessible through Trove. Prior to funding being allocated, a total of 59 NSW newspapers had been digitised at the rate of around 12 titles per year. In 2012-13 Digital Excellence Program funding enabled the Library to more than double this number – ninety newspapers were digitised in the program's inaugural year. In addition, 24 titles were added in 2012-13 through the contributor model using grants and funding from local fundraising. The A/Chair inquired as to the possibility of digitising newspapers published after 1955. The State Librarian outlined the complexities of ownership that can arise. *Recommendation:* The Committee noted the progress made in digitising NSW newspapers.		Jerelynn Brown
11.	**Comparison of DAE Value Study and SCS/ALIA Value Study** Anne Doherty briefed the Committee on a comparison of the NSW public library Deloitte Access Economics (DAE) Library Value Study and the SGS / ALIA Library Value Study as noted in the minutes of the 18 March 2013 PLCC meeting. In 2012, the State Library Executive agreed that the *Enriching communities: the value of public libraries in NSW* (2007) and the *Economic contribution of the State Library of NSW* (2008) reports be refreshed. Deloitte Access Economics was retained to work with the State Library and NSW public libraries to complete both components of the project. The Australian Library and Information Association (ALIA) study was commissioned by ALIA in 2012 on behalf of a consortium of state and territory libraries to generate estimates of the contributions that public libraries make to Australian community welfare and Australian economic activity.		

	Two studies were the outcome of this research: *Economic Value of NSW Public Libraries 2012 (*DAE) and *National Welfare & Economic Contributions of Public Libraries, 2013* (SGS/ALIA) It was noted that the reports used different methodology to measure the value of public libraries. *Recommendation:* The Committee noted the comparison of DAE Value Study and SGS / ALIA Value Study.		Anne Doherty
12.	**National Year of Reading 2012 and Love2Read 2013** Kate O'Grady briefed the Committee on the National Year of Reading and the Love2Read campaign. During 2012, Australia's libraries and library associations established a campaign to promote reading and libraries to the community. Public libraries branded activities with the National Year of Reading (NYR) and the Love2Read (L2R) logo and also developed new community events. Partnerships with the Commonwealth Government, the media, writers, publishers and booksellers helped deliver the message. NSW public libraries ran a range of activities for the NYR. The State launch was held at the State Library of NSW on 14 February 2012. The Premier the honourable Barry O'Farrell and author Richard Glover launched the NYR. Dr Alex Byrne and author Deborah Abela spoke about their love of reading and libraries. The State Librarian also attended the National launch on the same day and many NSW public libraries held their own launch events. As part of NYR, the State Library of NSW, the NSW Metropolitan Public Libraries Association and Public Libraries NSW jointly funded a series of author visits to NSW public libraries. Each of the three stakeholders contributed $10,000 to fund the visits, which were centrally coordinated by the State Library. On 23 November 2012, NSW Metropolitan public Libraries Association, Public Libraries NSW and the State Library hosted a National Year of Reading Celebration at Blacktown Library. A workshop was conducted at the celebration, participants expressed a commitment to continue with the Love2Read brand and to leverage the relationships and publicity that occurred during 2012. 2013 sees Love2Read, the brand developed for the NYR, continuing as a way to promote public libraries, bookshops and community spaces as places to share the love of reading. As with NYR, the Love2Read campaign is coordinated at a National level through ALIA. Funding for the 2013 campaign and activities is yet to be finalised. $70,000 is requested from all Founding Partners. The State Library of NSW, the NSW Metropolitan Public Libraries		

		Association and Public Libraries NSW are yet to confirm their financial commitment. The State Library of NSW has tentatively committed to $5,000 dependent on budget requirements and discussions with both associations. *Recommendation:* The Committee noted the National Year of Reading and Love2Read 2013 briefing paper and that the NSW Public Library Associations would provide details of their Love2Read representatives to the State Library the NSW Public Library Associations.	Kate O'Grady
13.		**Association Reports** Verbal update reports were provided by the NSW Metropolitan Public Libraries Association and Public Libraries NSW and noted.	
14.		**Points for Communication** *Recommendation:* The Committee agreed that a summary of this meeting and only general information about the funding bid can be shared with the public library network.	Cameron Morley
15.		**Other Business** The A/Chair thanked North Sydney for hosting the meeting and for their hospitality. Next meeting: - Lithgow 16 September 2013 – time TBC - SLNSW 2 December 2013 1:30 pm – 3:00pm – Meeting LCNSW 3:00 pm – 4:00 pm	