

Public Libraries Consultative Committee (PLCC)

Minutes

62nd meeting of the Library Council Sub-committee held on Monday 19 March 2012 in the Coles Room, Macquarie Wing State Library of New South Wales at 10 for 10.30am

Item Discussion

1 Present

Jan Richards (Chair, Library Council of NSW), Alex Byrne (State Librarian), Andrew Tink (Library Council of NSW), Ian Greenhalgh (PLNSW), Clr Graham Smith (PLNSW), Clr Win Gaffney (NSW MPLA), Jennifer Bice (NSW MPLA), Frances Sims (State Library of NSW), Michelle Mashman (NSW MPLA), Keryl Collard (PLNSW), Clr Julie Hegarty (LGSA), Noel Baum (LGSA), Cameron Morley (State Library of NSW- Minutes)

Apologies

Rob Thomas (Library Council of NSW), Jenny Eakins (LGMA),

Welcome to Jan Richards and Andrew Tink

Dr Byrne welcomed Jan Richards and Andrew Tink of the Library Council of NSW to their first meeting of the PLCC. As the Local Government Representative on the Library Council of NSW, Jan Richards is the new Chair of the PLCC.

2 Review of Previous Minutes and Business Arising

The minutes of the 6st meeting held on 7 November 2011, which had been circulated, were confirmed and accepted as a true record.

2.1 Business arising

Library Council Internet Guidelines

Cameron Morley advised that the Guidelines were endorsed at the 7 November Library Council meeting, and are now published on the State Library website.

Digital Practice Guideline

The revised Digital Practice Guideline is now published on the State Library website.

PLCC Action Plan

Frances Sims advised that the PLCC Action Plan was endorsed by the Library Council on 7 November. The plan and background will be provided to Jan Richards for consideration.

Libraries Australia

Ian Greenhalgh followed up on this matter. The State Library advises further information has been provided by the National Library and that this will be shared with NSW public libraries shortly.

Recommendation:

PLCC members requested that a Libraries Australia update report be provided to the May PLCC meeting.

Meetings at Maitland and Canterbury

The Committee will meet at Canterbury on 28 May 10 for 10.30 am. Michelle Mashman will consider inviting MPLA region representatives to lunch with the Committee.

The Committee will meet at Maitland on 3 September from 11am. Keryl Collard will consider inviting Central East Zone representatives to lunch with the Committee.

Frances Sims will liaise further with both libraries on arrangements.

There was discussion of potentially moving the 3 September meeting date depending on council elections. Frances Sims agreed to follow up on this in time for the next meeting.

3 Public Library Funding Strategy 2011/12 and 2012/13

Cameron Morley updated the Committee on progress with the implementation of the 2012/13 Funding Strategy

Subsidy/Disability and Geographic Adjustment

As of March 2012, 145 of 151 eligible local authorities have applied for their Subsidy/DGA payments. Most have received their payments. The outstanding six councils have been reminded that their applications are overdue.

Library Development / Country Libraries Fund Grants

80 applications were received from local authorities by the due date of 19 December 2011. The Library Council Grants Committee met on 22 February 2012 to form its recommendations for the consideration of the Library Council. The Library Council has endorsed the Committee's recommendations and the State Librarian has forwarded the recommendations to the Minister for the Arts for consideration and approval.

2012/13

It was noted that 2012/13 is the final year of the 5 year Country Libraries Fund. \$2M will be available to country councils through the Country Libraries Fund Grants program.

In addition 2012/13 is year 2 of the Revitalising Regional Libraries / Wireless Hotspots funding that the Government committed to in 2011. \$500,000 will be available for the Revitalising Grants and \$500,000 will be allocated for the Hotspots program.

Preliminary NSW population figures for 30 June 2011 were released by the ABS in January 2012. These figures indicate that the population increased to 7,303.7M, which is an additional 82,200 people over 30 June 2010.

On this population figure an additional \$152,070 will be required to meet the \$1.85 subsidy in 2012/13. The Disability and Geographic Adjustment also has a per capita component which is likely to increase the funds required to approximately \$200,000. Please note this figure cannot be calculated until populations per Local Government Area are released.

The ABS will release a revised 30 June 2011 population figure on 30 March 2012. This release will include populations for each Local Government Area. These are the official figures that will be used to calculate the Subsidy and Disability and Geographic Adjustment per council for the 2012/13 financial year (as set out in the Library Regulation 2010 Clause 19).

If as expected an additional \$200,000 is required to meet the costs of subsidy/DGA for 2012/13, and all other components of the funding remain unchanged, this would leave approximately \$500,000 for the Library Development Grants program.

The June PLCC meeting will take place following the release of the 2012/13 State Budget and a draft 2012/13 Public Library Funding Strategy will be prepared for the Committee's consideration at this meeting.

4 Revitalising Regional Libraries Grants

Frances Sims and Cameron Morley updated the Committee on progress with this program.

2011/12 is year one of the four year Revitalising Regional Libraries Grants program. Each of the 111 NSW rural and regional councils will receive a grant of approximately 16,000 over this period to enhance their libraries. This funding is additional to the other grants and subsidies provided through the State Library.

The Director, Public Library and Community Learning Services wrote to all 111 rural and regional council general managers in January 2012 notifying them of the program.

State Library staff will work with each council on a needs assessment which will inform the expenditure of this grant. The data collected as part of this assessment will be used by the State Library in the preparation of advice for the Government on specific public library funding needs into the future.

A needs assessment tool has been developed for use in the program.

The Committee noted that the needs assessments will be of use in establishing an evidence base for future funding bids to the Government.

It was proposed that Sydney Metropolitan public libraries are included in the needs assessments, to provide a Statewide view of needs.

Recommendation:

PLCC members requested that the needs assessment tool developed for the *Revitalising Regional Libraries* program be applied to Sydney Metropolitan public libraries, and that the State Library would provide a report to the NSW MPLA May Quarterly meeting on the assessments.

Cameron
Morley

5 Wifi Hotspot Implementation to Rural and Regional Public Libraries

Joyce Azzopardi attended and presented the report.

An invitation to participate in year 1 of this 4 year program was sent to 73 rural and regional councils whose libraries were not currently using the NSW.net Wireless Management System (WMS) WiFi hotspot service. Responses were received from 35 councils for WiFi hotspots to be implemented in 77 NSW public libraries.

Nominated site contacts were emailed notifying them of their library's inclusion in the 2011/12 rollout schedule and to confirm implementation. Twenty eight councils confirmed WiFi hotspot implementation in 65 public libraries to June 2012.

Implementations have been completed at Coffs Harbour, Toormina, Woolgoolga, Corowa, Gosford, Erina, Kariong, Kincumber, Niagara Park, Umina, Woy Woy, Wyoming, Portland, Wallerawang, Albury, Lavington, Lachlan, Lake Cargelligo, Gloucester, Bay Village, Tuggerah, Toukley, Lake Haven and The Entrance.

Library Services scheduled for implementation by the end of June 2012 are Broken Hill, Riverina (2 branches), Holbrook, Muswellbrook (2 branches), Greater Taree (4 branches), Cobar, Wollondilly, Newcastle (8 branches), Kempsey (3 branches), Moree, Cooma-Monaro (2 branches), Wakool (2 branches), Macquarie Regional (5 branches), Maitland (4 branches), Bega (2 branches), Cowra and Queanbeyan.

The Committee noted the report. NSW.net was congratulated for such a successful year 1 roll-out.

6 National Broadband Network Progress

Joyce Azzopardi presented a report on progress of the NBN and participation by NSW councils and libraries in the initial roll-out.

It was noted that NSW.net is planning a technology seminar for public libraries in September 2012 which will include presentations from NBN participating libraries so that their experiences can be shared.

It was further noted that the State Library will continue to support public libraries involved in the take up of NBN services.

Recommendation:

PLCC members requested that Joyce Azzopardi (NSW.net) provide a further update report on the National Broadband Network roll-out and participation by NSW Councils to the December PLCC meeting.

7 Local Courts and Public Libraries Pilot

Sue Walden attended and presented the report.

At the November meeting, Michael Talbot, Assistant Director General, Courts and Tribunal Services, Department of Attorney General and Justice (DAGJ) addressed the Committee. He sought support for a pilot program to develop and test a sustainable business model aimed at increasing referrals from local courts to public libraries for legal information and access to DAGJ's online court services.

The Committee endorsed the recommendation that NSW public libraries, LIAC and DAGJ staff work together to develop a pilot program for implementation and evaluation in one or more libraries in 2012.

After discussion between DAGJ, Public Libraries and Community Learning Services, LIAC and NSW public libraries, the following libraries and local courts were selected for participation in the pilot program:

- Metropolitan: Blacktown City Libraries (working with Blacktown Local Court)
- Regional: (Hunter Region) Lake Macquarie City Library, Cessnock City Library, Maitland City Library, Newcastle Region Library and Port Stephens Library (working with local courts at Belmont, Broadmeadow, Cessnock, East Maitland, Kurri Kurri, Maitland, Newcastle, Raymond Terrace, Toronto and Wallsend).

Training and relationship-building sessions for local court staff are being held in three locations. It is anticipated that a representative from the participating libraries would also attend the legal information workshops. The workshops will be delivered by LIAC staff.

- 23 April: Maitland (one three hour workshop)
- 24 April: Newcastle (two three hour workshops)
- 30 April: Blacktown (series of shorter workshops to be held in the Courthouse)

Awareness sessions will also be held for staff of participating public libraries. Dates have yet to be finalised.

Evaluation measures, including baseline data collection are being developed by LIAC in liaison with DAGJ and the relevant public libraries.

The Committee noted the report

8 People Places: 3rd edition

The Committee members were provided with a pre-publication version of the 3rd edition of People Places: a guide for public library buildings in NSW.

Leanne Perry attended to demonstrate the service-based benchmark spreadsheet which enables a library size to be specified based on the services and collections to be offered.

The Committee members were provided with a schedule of amendments to the text that were suggested by NSW public libraries.

Recommendation:

The Committee agreed that the final draft *People Places* 3rd edition is forwarded to the Library Council for endorsement (following incorporation of amendments to the text suggested by NSW public libraries).

9 Measuring digital and online services provided by public libraries

Cameron Morley presented the preliminary 2010/11 NSW public library usage statistics, noting changes in comparison to 2009/10.

It was noted that traditional measures still show that libraries are well-used, however they don't give the full picture about the growth in library use occurring in the online environment. It was noted that uniform adoption and reporting of agreed measures will address this issue and enable libraries to be better positioned for future advocacy.

It was proposed the State Library consults with public libraries on appropriate measures with a view to encouraging more consistent reporting in 2012/13. The digital and online reporting measures recommended in the Library Council Guideline *Living Learning Libraries: standards and guidelines for NSW public libraries* were suggested as a model for this consultation.

Recommendation:

PLCC members agreed:

1. That a discussion paper for circulation to NSW public libraries is prepared on measuring digital and online services provided by public libraries
2. That the State Library consults with NSW public libraries on appropriate measures for inclusion in the annual statistical return.

10 National Year of Reading – NSW public library author tour

The NSW National Year of Reading Founder Partners, the State Library, Public Libraries NSW and the Metropolitan Public Libraries Association are jointly funding author visits to NSW public libraries.

A selection of NYR Ambassadors and Friends will visit NSW country and metropolitan libraries for readings, workshops and talks. The authors who have agreed to participate in the visits are Deborah Abela, Hazel Edwards, Susanne Gervay, Libby Gleeson, Libby Hathorn, David Lovegrove and Anna Patricio.

There will be approximately 30 visits in total, from April to November 2012. The funding will cover author fees, travel and accommodation costs. Libraries which host an author visit will advertise and promote the event and manage the onsite running of the event.

The Committee was advised that a request for expressions of interest was sent to all NSW public libraries in February 2012. Responses were received from over 70 libraries. Libraries will be selected in consultation

with the two NSW Associations and the authors. Following this the tour schedule will be finalised.

The report was noted.

11 General Business

11.1 NSW MPLA report (Secretary, MPLA)

The report of the NSW Metropolitan Public Libraries Association was noted.

11.2 Public Libraries NSW report (Secretary, PLNSW)

The report of Public Libraries NSW was noted.

Correspondence

A letter from Mrs Carol Yuen, Manager, Warringah Library dated 18 January 2012 was tabled. Warringah advises that the artist who created their "Tilly" children's services branding has offered a licence for three years for NSW public libraries wishing to use the artwork in non-commercial promotions.

Recommendation:

The Committee was supportive of the State Library working with Warringah Library to make Warringah's "Tilly" children's services branding artwork available to NSW public libraries.

Meeting dates for 2012

Monday 28 May 2012, 10 am for 10.30 am to 12 midday – Canterbury Library, Campsie

Monday 3 September 2012, 11 am to 12.30 pm – Maitland Library

Monday 3 December 2012, 1 pm for 1.30pm to 3pm. Followed by Joint PLCC/LC meeting 3 pm to 4pm.

13 Points for communication to the public library network

Recommendation:

The PLCC members agreed that Public Library Funding Strategy 11/12 and 12/13 would remain confidential and not be included in Points for Communication from the PLCC meeting of 19 March 2012 to the public library network.

Meeting closed 12.25pm