



**Government
of South Australia**



State Library
South Australia

Libraries Board of South Australia

2020-21 Annual Report

Libraries Board of South Australia

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OFFICIAL

2020-21 ANNUAL REPORT for the Libraries Board of South Australia

To:

Hon Steven Marshall MP

Premier

This annual report will be presented to Parliament to meet the statutory reporting requirements of the *Libraries Act 1982* and the requirements of Premier and Cabinet Circular *PC013 Annual Reporting*.

This report is verified to be accurate for the purposes of annual reporting to the Parliament of South Australia.

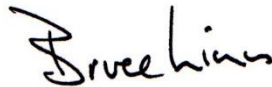
Submitted on behalf of the Libraries Board of South Australia by:

Bruce Linn AM

Chair, Libraries Board of South Australia

Date 27/09/2021

Signature

A handwritten signature in black ink, appearing to read 'Bruce Linn', written over a light blue horizontal line.

From the Chair

This year has been one of challenges and achievements for the Libraries Board. COVID-19 saw the State Library and all public libraries in lockdown, with customers accessing online resources at unprecedented levels. Almost 8 million loans of eBooks, Audiobooks and eMagazines, an increase of over 21%.

While the libraries were closed staff continued to work on a range of projects. The Board's commitment to increased digital delivery saw the implementation of a Digital Preservation System, which will ensure that digital content will continue to be available as formats become obsolete and technology continues to change. We have been able to 'rescue' digital content created in the 1990s but no longer accessible and have preserved vital at-risk oral histories and other multimedia content.

We continue to collaborate with our interstate colleagues to capture 'born digital' material into the National eDeposit system known as NED. This ensures that South Australian content is preserved for all time and quickly made available to our customers. The amount of content in NED increased by 80.6% over the year.

The Library was able to continue to support the digitisation of several metropolitan and country newspapers and add their contents to TROVE. These included *The Prospector*, *The Coromandel Times* and the *Port Lincoln, Tumby and West Coast Recorder*. This brings to over 2.5M pages of newspapers that the Library has added to TROVE since its inception.

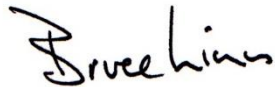
Along with technology investments the Board has invested in staff skilling by providing increased training opportunities for staff and undertaking a formal Aspiring Leaders program, looking to provide training and succession planning for our next group of leaders. The participants undertook formal training, completed projects that were part of the State Library's business plan and provided formal and informal leadership during the uncertainties of COVID-19.

The State Library also undertook the development of a new strategic plan, developed a new brand and logo and published a new collections policy. Together these approaches continue the Library's longstanding role in capturing and telling the stories of South Australia. The Board has also funded the development of a 'future services project' to revamp all aspects of the State Library's operations and service to the community. This project will transform how programs and services are provided across the Library's three buildings and online.

Our role is enhanced by the partnerships we form and maintain. The Board has worked with its neighbours in developing Collab – a digital hub and programs to enhance access to our shared collections. We have also worked with many partners including the Smith Family, Raising Literacy Australia, Genealogy Australia, Telstra, the Office for Ageing Well and the Local Government Association to enhance access to libraries, literacy and digital literacy. We will continue to work with these and other partners to maximize access for all South Australians.

The Board hosted a visit by a group of Warlpiri elders who are assisting the State Library to enhance its care for, and appropriate access to its Indigenous collections. This is the start of an increased commitment in this area of collection management and community access.

The Libraries Board's ongoing commitment to the strength of the state's public library network, including the State Library will see further continued implementation of the Board's strategies for success in the 2021-22 year and beyond.

A handwritten signature in black ink that reads "Bruce Linn". The signature is written in a cursive, flowing style.

Bruce Linn AM

Chair

Libraries Board of South Australia

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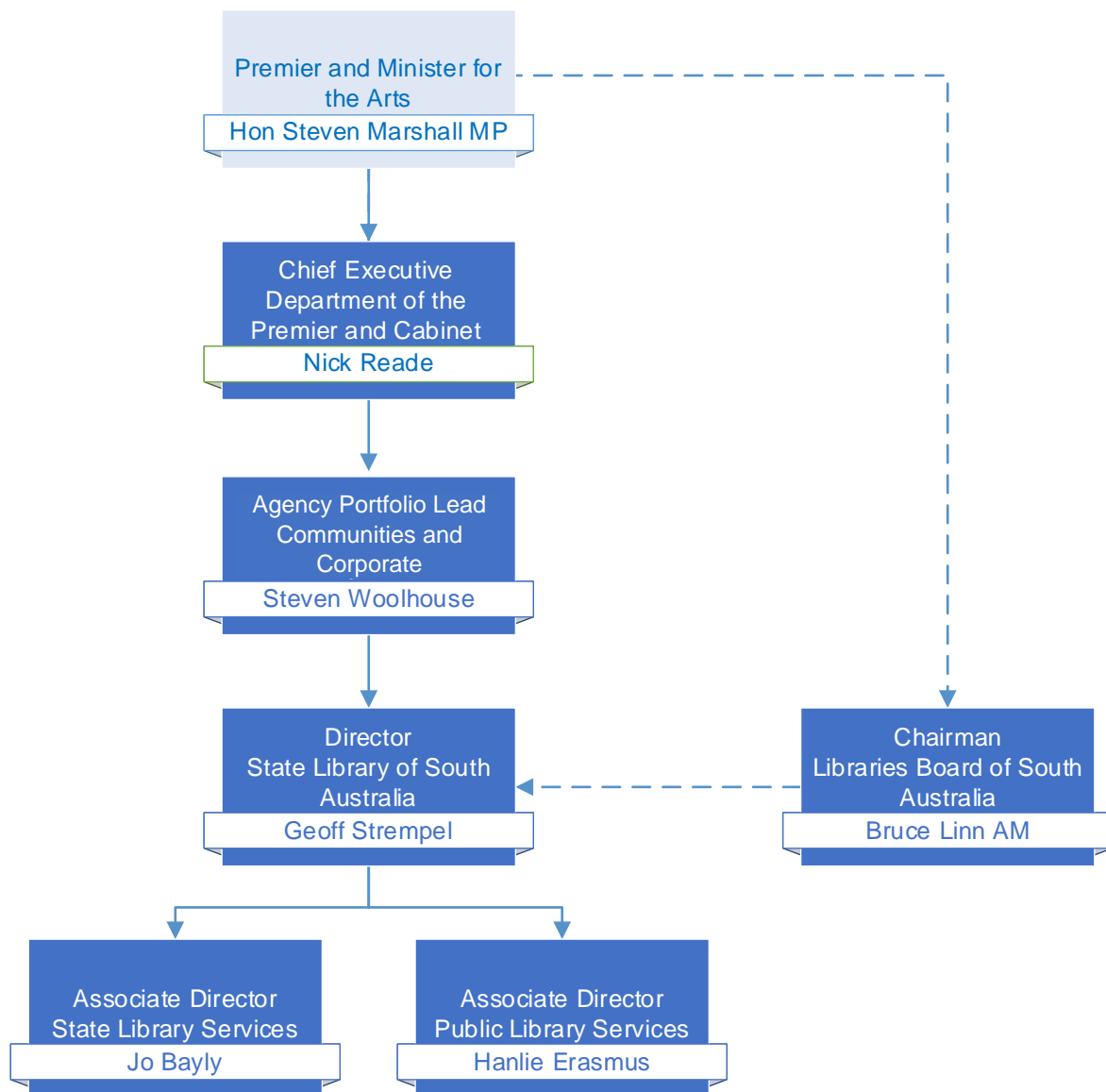
Overview: about the agency

Our strategic focus

Our Purpose	<p>The State Library of South Australia is an enduring cultural institution, and the preeminent keeper of South Australia's stories. The Library gathers, protects, and makes available the documented history of the State, giving us a sense of memory, points of connection with each other and the ability to know who we are as a community.</p> <p>Public Library Services works with local and state government to create libraries that are innovative and creative community hubs, providing opportunities for participation, learning and leisure to all South Australians.</p> <p>The Libraries Board, through the State Library and Public Library Services, contributes to the <i>Arts and Culture Plan South Australia 2019-2024</i> which guides the growth of and investment in the arts and cultural sector.</p> <p>The Goals of the Arts Plan are:</p> <ol style="list-style-type: none"> 1. To promote the role of arts and culture in enriching the lives of all South Australians. 2. To empower South Australia's makers and creators. 3. To champion Aboriginal and Torres Strait Islander arts and culture. 4. To amplify South Australia's signature strengths that define the character of the arts in the state. 5. To enhance the physical and organisational arts and culture infrastructure in South Australia.
Our Vision	<p>State Library</p> <p>The Stories that make us....</p> <p>As the keeper of South Australia's stories, the State Library provides the community with a place to reflect upon our identities, preserve our memories, and gather our knowledge.</p> <p>Public Library Services</p> <p>Smart Libraries.... Smart Communities....</p> <p>Our libraries are valued as institutions of civil democracy and community engagement. They are hubs of knowledge, creativity, and innovation, bringing together the physical and the digital worlds and providing opportunities for learning and leisure, linking the people of South Australia to each other and the world.</p>

Our Values	Through its values of trust, service, respect, knowledge and relevance, the State Library documents our unique and evolving place in the world.
Our functions, objectives and deliverables	<p>As outlined in the 2020-21 Memorandum of Administrative Agreement (MOAA), the objectives of the Libraries Board are to:</p> <ul style="list-style-type: none"> • achieve and maintain library services that adequately meet the needs of the whole community • promote and facilitate the establishment and maintenance of libraries and library services by councils and other appropriate bodies • promote a co-operative approach to the provision of library services, and • ensure that the community has available to it adequate research and information services providing access to library materials and information stored in libraries and other institutions, both within and outside the State. <p>The <i>Libraries Act 1982</i> charges the Libraries Board of South Australia to achieve the following:</p> <ul style="list-style-type: none"> • Achieve and maintain a coordinated system of libraries and library services that adequately meets the needs of the whole community. • Promote and facilitate the establishment and maintenance of libraries and library services by councils and other appropriate bodies, ensuring equitable and free access for all South Australians to public library collections, internet and services that span across council boundaries. • Promote a cooperative approach to the provision of library services. • Ensure that the community has available to it adequate research and information services, providing access to library materials and information stored in libraries and other institutions both within and outside the State. • Collect and maintain the documented history of the State and provide access that connects people with our resources and world knowledge.

Our organisational structure



Changes to the agency

During 2020-21 there were one changed, four new and two abolished positions due to the organisation's Corporate Services and Technology Infrastructure Systems teams internal reviews. All other positions remain unchanged.

Our Minister

The Hon Steven Marshall MP is the Premier of South Australia. The Minister oversees:

- Aboriginal Affairs and Reconciliation
- Defence and Space Industries
- Tourism
- The Arts
- Veterans' Affairs

- Multicultural Affairs

Our Executive team

Geoff Strempel, Director, State Library of South Australia

The Director of the State Library is responsible for the efficient and effective management and administration of the State Library of South Australia and Public Library Services ensuring the State Library's long-term viability and reputation within the State and amongst its national partners.

The Director provides high-level strategic advice to the Libraries Board of South Australia, the Department of the Premier and Cabinet and the Premier on matters relating to libraries and information policy, and the *Libraries Act (1982)*, and ensures that the requirements of the Memorandum of Agreement (between State and Local Government) to establish and maintain public libraries are met.

Jo Bayly, Associate Director, State Library Services

The Associate Director is responsible for the management and provision of State Library services, including the establishment of strategies, policies and processes that relate to the collection, preservation, and access to the State's published and unpublished documented heritage.

The Associate Director provides high-level strategic and operational advice to the Director and Executive Director on matters relating to the State Library and information policy.

The Associate Director works with the Director and the Libraries Board to create organisational and financial strategies to ensure the State Library's long-term viability and reputation within the State and amongst its national partners.

Hanlie Erasmus, Associate Director, Public Library and Corporate Services

The Associate Director Public Library and Corporate Services is responsible for leading the State's Public Library Network, to ensure the relevant objectives of the Libraries Act (regarding public libraries) and the expectations of the Memorandum of Agreement between State and Local Government are achieved.

This includes leadership of transformative strategic projects, the direct provision of procurement and ICT services, and the management of the ICT environment that enables the One Card Network.

The Associate Director is also responsible for the management and provision of corporate services (ICT, Finance and Risk, Information Management and Business Reporting) for the State Library and Public Library Services including the establishment of strategies, policies, and processes.

The Associate Director provides high-level strategic and operational advice to the Director and Executive Director on matters relating to public libraries and other compliance-based functions such as Work Health and Safety, finance, risk, procurement and reporting.

Legislation administered by the agency

Libraries Act, 1982

Libraries Regulations, 2013

The agency's performance

Performance at a glance

Libraries Board of South Australia

There were ten Libraries Board meetings held throughout the 2020-2021 financial year.

Libraries Board Members	Number of meetings attended
Bruce Linn AM – Chair	10
Professor Amanda Nettelbeck	8
Janet Finlay	10
Bronwyn Lewis	10
Scott Hicks	8
Megan Berghuis	9
Professor Joanne Cys	9
Jillian Whittaker	10

State Library access statistics:

Physical Access (Onsite)	Total
Onsite visitors	135,784
Major Exhibitions – total attendees	58,759
English Language classes – Conversation Group attendees	220
English Language classes – Desk tutor attendees	360
Community Learning Programs – Education, Live and Learn, Tuesday Talks, History Month and other adult programs – total attendees	1,584
Physical collection use – no. of items/boxes retrieved for public use	24,274
Research enquiries – Ask Us – total enquiries	3,200
Document Delivery service – articles/books/copies	492
Customer service interactions – all service points	34,599

Digital Access (Online)	Total
Digital Collection visits	1,484,190
Library Guides	384,836
TROVE - SA newspaper pages available for access	5,456,629
TROVE – SA newspaper page views	4,623,757
Social Media and Other – Facebook, Twitter, Youtube, Instagram, Pinterest and Red Bubble.	26,182
Views and Downloads from newly developed Digital resources on Website and Youtube	9,424
Views for COVID-19: Through Young Eyes Project on Flickr	7,138
Curriculum Based Education Programs – Primary, Secondary and Tertiary students – total participants	1,148
Education Programs – Projects and special events – Dream Big and COVID project – total participants	369
Digital Collection storage (Terabytes)	185

Public Library Services statistics:

Physical	Total
Loans	11,148,609
Holds	1,688,141
Digital	Total
eBook and Audiobook loans	1,589,102
eMagazines and eNewspaper loans	6,406,276
Purchases	169,443
Holds	616,486
Genealogy	504,161
English Language Test training	2500
Online Learning hours	9158

Public Libraries App	Total
Libraries SA app downloads	178,580
Libraries SA app launches (use)	1,664,929
Libraries SA app new devices	49,206
TIS Services and Internet	Total
Helpdesk calls	7,820
Internet volume per day (Terabytes)	5.6
Programs and Communications	Total
Social Media – Facebook Audience	48,548

Key achievements this year:

- Free public internet access was provided to 291,200 unique devices in public libraries throughout the state.
- Provision of wireless access continues to grow state-wide with 200 Wi-Fi access points in public libraries.
- 210 PCs and 52 multifunction printers are under remote management support to assist the smaller libraries across the state to provide their customers with modern equipment to use.
- Over 19 million items were loaned (physical and digital) across the network and nearly 2 million holds were delivered to the customer's preferred pickup library.
- Over 4,300 people join public libraries on average each month.
- 28% of the South Australian community are active members. (Calculated on 503,417 active members @ 30 Jun 2021. ([ABS SA population 30 Dec 2020](#) figure 1,770,800))
- Successful implementation and presentation of newly developed digital resources on website and Youtube.

Agency response to COVID-19

State Library Services

As a result of COVID-19, many of the State Library's regular customers were unable to attend our North Terrace site due to capacity limits, vulnerability and restrictions on the movement of international students and visitors into South Australia and this is reflected in our lower than usual onsite visitor numbers.

However, despite the challenges that COVID-19 presented to our physical service delivery, the Library has been creative in the ways it has connected with its customers, continuing to provide information services and engaging with customers by expanding some of our existing virtual communication channels.

In order to facilitate the continuation of its oral history program, the State Library developed COVID-safe procedures for training members of the public in the use of digital recording equipment for oral history interviews.

In addition to gradually increasing the Library's opening hours, the services offered onsite have incrementally returned to a 'business as usual' model and this has resulted in the steady return of many customers.

The Library looks forward to welcoming back international students and tourists as travel restrictions ease.

Additionally, to coincide with the reopening of the technologically enhanced Hub, which was equipped with new Wi-Fi, public computers and print facilities during the year, the ground floor Spence Wing is now open from 8.00am on weekdays, providing greater amenity to customers and visitors.

The Hub operates as a self-service facility and is proving very popular with customers who are seeking internet access and a space to study.

Public Library Services

Assistance was provided to public libraries during COVID-19 restrictions and the circuit breaker lockdown, to adjust central core systems to meet the public libraries' changing business models to enable them to best service the public.

Public Library Services (PLS) proactively took steps to increase the budget of the digital resources and as a result there was a significant increase in both new digital memberships and usage of the collection.

The Local Government Functional Support Group (LGFSG) was formed as an operational support to councils through the COVID-19 crisis. A library operations team was formed consisting of representatives from the LGA, Library Managers and PLS staff.

The outcomes to be achieved by the project team was consideration of the issues faced by libraries and to provide guidance to libraries to enable them to operate within safe guidelines.

Communication to library customers was managed by creating a COVID-19 banner on the library catalogue with a corresponding page to provide customers with information. This was replicated in the Public Library Mobile App.

PLS supported the network in its messaging to their communities and recommended a consistent message of 'Your library is always open online'. This positive message was designed to shift conversations away from libraries being physically closed towards what they offer in digital services (eBooks, digital magazines etc.).

PLS developed a dynamic Facebook cover video for libraries wishing to promote this message and customised these videos with library names and council logos. As COVID-19 and its social distancing measures continued to restrict daily lives across South Australia, the community searched for ways to connect and Libraries SA responded through its Facebook page. Above anything, the coronavirus pandemic

has showcased the power of social media; it connects people when most other forms of communication have been taken away.

Global changes were made to the Library Management System, in particular to library item checkouts with due dates extended throughout the lockdown and global loan periods applied and all overdue and billing notices were suspended and customers' accounts due to expire were extended.

During COVID-19 restrictions libraries responded quickly to develop and deliver story times and some programs online. PLS collated these individual story times and programs and uploaded them to the Libraries SA YouTube channel. Over 440 online story time sessions and 95 program sessions have had over 3,800 views.

Despite inconsistencies across the network in how Council's managed the lockdowns, the transition to a minimal or closed service was managed very well.

The PLS Business Continuity Plan was enacted and served PLS well through this change.

Agency contribution to whole of Government objectives

Key objective	Agency's contribution
More jobs	Nil to report
Lower costs	<p>State Library of South Australia – stretching community fundraising further.</p> <p>The State Library provides a free liaison service for individuals and community groups wishing to fund the addition of South Australian content to the National Library of Australia's universally accessible digital portal Trove. The State Library's service gives community access to a discounted cost per page, stretching fund raising further.</p> <p>New to Trove in 2020-2021 are <i>The Coromandel Times</i> (Blackwood, S.A.: 1945-1976) funded by Kay Leverett of Blackwood; <i>Port Lincoln, Tumby and West Coast Recorder</i> (Port Lincoln, S.A.: 1904-1942) funded by the Port Lincoln History Group; and <i>The Prospector</i> (Fitzroy, SA: 1978-1984) funded by the Prospect Local History Group.</p> <p>In all, an increase of 27,222 pages in South Australian newspaper content.</p> <p>Public Library Services renewed the contract for the Network Managed Services, realising cost savings for the organisation going forward.</p>

Better Services	<p>The State Library's public computers were upgraded to the latest hardware and software, with more public PCs and printing equipment added to the ground floor Hub.</p> <p>Procurement of new public access software Summon has occurred. This will be the main way in which customers access the Library's online catalogue and digitised content.</p> <p>Public Library Services introduced Auto Renewals. The auto renewal system now automatically extends a customer's physical library loans when no-one else has placed a hold on them.</p> <p>Libraries Australia Load – the current state-wide public library holdings are now automatically uploaded, each day, to Trove (Libraries Australia) at the National Library of Australia, allowing customers nationally to discover items and request them via their library.</p>
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Agency specific objectives and performance

STATE LIBRARY OBJECTIVES	Indicators	Performance
COLLECT		
Collections Policy	<p>The State Library Collections Policy 2021 was published in February, providing a public statement of the Library's collecting principles and intentions.</p> <p>The Collections policy also serves as the foundation document for a collection management framework that includes a series of policy and procedural documents that guide the Library's collecting practice from selection to disposal.</p>	Ongoing commitment to grow and cultivate State Library collections
Published Collections	<p>The State Library added 5706 titles to its published collections:</p> <ul style="list-style-type: none"> • Legal Deposit (through National edeposit (NED)): 938 • Other South Australian material: 721 • All other collections: 4047 <p>Access to 35 databases, comprising 37,966 electronic titles was provided through the Library catalogue.</p>	Ongoing commitment to grow and cultivate State Library collections

	<p>Most of this material is available remotely to individuals registered with the State Library.</p> <p>Notable additions to the State Library Published Collection's include:</p> <p>1793 map by well-known London printer John Stockdale recording the chartered voyage of the Dutch vessel <i>Waaksamhey</i>'d with supplies for the infant settlement at Port Jackson, depicting Australia ('New Holland') upside down. (Gift of the Friends of the McGuire Maritime Library)</p> <p>Hymn book owned by George Fife Angas, founder of the South Australian Company, containing his signature. (Gift of Valmai Hankel)</p> <p>Extremely rare South Australian promotional pamphlet of 1848 owned by George Fife Angas and containing his signature</p> <p>Seven uncoloured plates produced (but never used) for John Gould's definitive 1848 publication, <i>The Birds of Australia</i>, depicting birds native to, or found in, South Australia</p> <p>Annotated souvenir produced for the gathering of South Australian Crimean War veterans at the 50th anniversary reunion held in Adelaide in 1904</p> <p>Complete second edition set of Peter Drew's 'Australian' posters promoting the multi-cultural antecedents of the state</p> <p>Limited edition hand coloured screen print of Sally Heinrich's 'Pink shorts' depicting Don Dunstan in his iconic shorts, produced for the 2021 'Weird Adelaide' festival.</p> <p>NewsCorp commenced regular deposit of <i>The Advertiser</i> and <i>Sunday Mail</i> to the National edeposit (NED) service. Automated deposit and preservation of NewsCorp publications across Australia represents a significant milestone nationally.</p> <p>Wakefield Press provided a backfile of electronic publications for deposit into NED, thereby meeting their legal deposit obligations, and</p>	
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	expanding the range of their titles available through the Library	
Archival Collections	<p>The State Library accepted 33 Metres of additional archival material into the collection that included unpublished manuscript, pictorial, and audio-visual items.</p> <p>22 metres of physical collection material was processed this year with the team focusing more on born digital items that provided availability of 89 GB of digital content, an increase of 709% from last year.</p> <p>Notable additions to the Archival collections:</p> <p>Contemporary digital photographic collecting: 896 photographs from 7 various record groups.</p> <p>Purchase of an album of photographs by Darian Smith of the South Australian Farmers' Cooperative Union Limited, documenting the activities and work practices of the company circa 1938 and complement the SAFCU papers held already in the collection.</p> <p>Purchase of a Mary Packer Harris painting "These, I have loved" – small gouache on board painting and complements the archival papers of Mary Packer Harris.</p> <p>A donation of historic items, including a diary and watercolours created by a member of the Benjamin Herschel Babbage expedition in 1858. Babbage was a South Australian engineer, surveyor and explorer who mapped considerable parts of northern South Australia.</p> <p>Four oral history interviews with crew members of the Upper Sturt Country Fire Service Brigade in response to Kangaroo Island fire at Flinders Chase - 3 January 2020.</p>	Ongoing commitment to grow and cultivate State Library collections
Cold storage facility	The cold store construction funded by the Mortlock Bequest and the Department of the Premier and Cabinet was completed in January 2021 and compactus and shelving installed in April.	Construction completed January 2021

	<p>Following further testing of the air handling system, the first 4,000 cans containing acetate-based motion picture film were moved into the store in June 2021.</p> <p>Moving acetate media to the Library's store slows the rate of chemical decay and extends the lives of these films by several centuries provided they are maintained in cold storage.</p>	<p>Collection move commenced June 2021</p>
Deadline 2025	<p>The State Library of South Australia has an extensive audio-visual collection that continues to grow. This physical collection material is at risk of potential loss from obsolete machines and lack of parts, and deterioration of the media itself if something is not done to preserve it. Large scale digitisation is the answer.</p> <p>International consensus is that the content of video and audio tapes from the pre-digital era will be at grave risk of being lost forever by the year 2025.</p> <p>Collection surveys have determined that the State Library has reduced its backlog to 13,193 tapes over the last 10 years. However important donations continue to be received, including film director Scott Hicks's archival records of 262 video and audio tapes.</p> <p>The Library is also advising State Records of South Australia as they identify the scope of their Deadline 2025 formats for the first time.</p>	<p>Ongoing commitment to maintain and preserve South Australian heritage</p>
Preservica digital preservation system	<p>After purchasing the Preservica digital preservation system in May 2020, the Library spent 10 months in the system's test environment exploring metadata exchange and synchronisation between the library management system (LMS) and Preservica.</p> <p>This established a subset of Dublin Core as the minimum metadata schema for ingest to Preservica and in automating associated data remediation in the LMS, deciding how to manage security settings for digital objects, and completing workflows for the ingest of the oral history collection.</p>	<p>System testing, establishing workflows and software application development</p> <p>July 2020 – June 2021</p>

	<p>Staff also developed 'Jester', a software application to optimise process automation and enable the migration of digital collection files from the Library's storage system into Preservica.</p> <p>Oral history ingest went into production in April 2021 and the first 5,866 files were secure within Preservica by 30 June, comprising 1.5 terabytes (or 1% of SLSA's total digital collections).</p>	Commenced digital preservation ingest April – June 2021
Preserving pioneering electronic artworks	<p>A project to preserve 1,800 pioneering electronic artworks created 30 years ago on a now-obsolete British computer system was successfully completed.</p> <p>The works are part of the extensive archives of world-renowned South Australian artist Stanislaw (Stan) Ostoja-Kotkowski, 1922-1994.</p> <p>The process included creating images of 800 floppy disks, automating the extraction of the original SPRITE files and their migration to PNG format, and automating the collection of the files' technical metadata for addition to the LMS.</p> <p>The files are now ready for ingest into the Library's Preservica digital preservation system.</p>	Ongoing commitment to maintain and preserve South Australian heritage
New offsite storage facility	<p>The Library contributed to the Collections Storage Facility (CISF) Functional Design Project led by DPC during January-June 2021.</p> <p>The Library was able to make use of its comprehensive re-measurement of over 64 kilometres of storage units and collections which had been undertaken by staff during July-December 2020.</p>	Contribute to State design project in advisory role: January – June 2021
Collection stocktakes	<p>Four sections of the Library's physical collections were audited during 2020-2021, a process that checks data in the Library Management System against collection items on the shelves.</p> <p>The audits were motion picture films, published compact discs, CD-ROMs, computer files and wax cylinders (13,121 items); archival electronic resources on legacy carriers (293 items); ceased reference periodicals (10,725 titles); and storage a-size reference books in a running number sequence (7,752 titles).</p>	Ongoing - Facilitate collection advice for storage requirements

CONNECT		
Warlpiri Senior Men's visit	Senior Warlpiri men and women from Yuendumu visited the SA Museum and State Library on the week of the 17 May as a part of a co-funded visit.	Ongoing commitment to connect and collaborate with communities
Aboriginal Reference Group	<p>The State Library and State Records of South Australia are forming an Aboriginal Reference Group which will provide advice on how to improve consultation with Aboriginal people and improve access to records held within the two institutions.</p> <p>The group will work within the principles of the International Council of Archives <i>Tandanya-Adelaide Declaration</i> and the Aboriginal and Torres Strait Islander Library, Information and Resource Network protocols, aiming to meet the needs and expectations of Aboriginal people through deeper consultation.</p>	June 2021
Archival Collecting Plan Survey	Key stakeholders surveyed as part of an engagement process to inform future archival collecting priorities.	July 2020 – June 2021
New State Library Brand	<p>Building on previous brand strategy work undertaken during 2019-20, in September 2020 the Libraries Board commissioned market research to determine the residual value of the State Library's existing graphic device which has been in use for over 20 years.</p> <p>The Board subsequently engaged Adelaide agency Nation Creative to develop a new graphic device that would support a new brand strategy and positioning. Developed from a monogram and colours found in the Mortlock Library, the new logo and brand guidelines draw on the State Library's historic origins, with a contemporary expression of form and palette.</p> <p>Accompanied by the State Library's new brand positioning statement, 'the stories that make us', this is an integral step and natural extension in setting the pathway to deliver the State Library's future service vision.</p>	September 2020

	The new State Library brand was approved by DPC in May 2021 and is being rolled out across the State Library's physical and digital presences.	May – June 2021
The Stories that make us	<p>The 'Stories' project aims to support the Library's strategic initiatives by expanding digital engagement activities and opportunities of the State Library.</p> <p>The project is developing a series of new digital spaces to:</p> <ul style="list-style-type: none"> - highlight and feature stories from the Library's collection - repurpose the narrative and digital assets of physical exhibitions to have a longer lasting digital presence - create opportunities for staff to talk about their work within the collections - expose the benefits of what the State Library does to collect, preserve and provide access to the past and present for future generations. - create opportunities for our Library users to highlight how they have utilised the library's collections for their own research or work 	July 2020 – June 2021
Exhibitions	<p>The State Library held three major exhibitions during the year.</p> <p><i>Without Consent – Australia's past adoption practices</i></p> <p>This exhibition continued from last year and partnered with the National Archives of Australia (NAA) to host in South Australia. It was developed by the NAA following former Prime Minister Julia Gillard's national apology to those affected by forced adoptions. It is estimated that 250,000 Australians were affected by these policies and practices, with most adoptions occurring between 1950 and 1975. The exhibition is a tribute to the courage and generosity of those who volunteered to share their experiences and, in doing so, exposed a dark period in Australia's history and previously hidden past.</p> <p>3,026 attended the exhibition (1 July – 1 Nov)</p>	February – November 2020

	<p><i>Behind the Lines – The year’s best political cartoons</i></p> <p>The State Library partnered with the Museum of Australian Democracy at Old Parliament House to host <i>Behind the Lines</i>, an informative and entertaining survey of political cartooning. Features 87 political cartoons, the exhibition explored the political events of the year through the eyes of over 30 political cartoonists from around Australia. Behind the Lines is a travelling exhibition supported by the National Collection Institutions Touring and Outreach program, an Australian Government program aiming to improve access to the national collections for all Australians.</p> <p>3,852 attended the exhibition</p> <p><i>South Australia Illustrated – The art of George French Angas</i></p> <p>This exhibition showcases some of the earliest views of South Australia by a European through the beautiful colour images of artist George French Angas. Arriving in Adelaide in January 1844, Angas captured impressions of the young colony - its landscapes, inhabitants and flora and fauna. With an impressive portfolio of watercolours, he published the magnificent folio <i>South Australia illustrated</i> in London in 1847, which has served ever since as a ‘snapshot’ of South Australia in 1844. Held in the State Library’s rare books collection, the original folio was included in the exhibition with enlarged graphic panels to examine the detail of the images.</p> <p>48,087 attended the exhibition to date</p>	<p>November 2020 – February 2021</p> <p>August 2020 - current</p>
Christmas at the Mortlock	<p>In December 2020 the State Library brought some Christmas cheer to the families of South Australia by lighting up the state’s largest indoor Christmas tree. Together with the support of SA Power Networks, the magnificent Christmas Tree was installed against the stunning backdrop of the Mortlock Chamber. After a most challenging year, visitors were invited to visit the Mortlock to see the Christmas tree, and perhaps take a selfie</p>	<p>December 2020</p>

	<p>to send to loved ones who they may not have been able to visit for Christmas.</p> <p>Also featured was a display of Christmas items from the State Library's collections, including photographs from decades of South Australia's much-loved Christmas Pageant, cards, menus, postcards, and more. Christmas sounds and carols from the Library's audio collection provided the soundtrack with books and toys from the Library's Children's Literature Research Collection also on display.</p> <p>ABC Radio Adelaide also had their 2020 Time Capsule on display where visitors to the Mortlock could enter their 2020 story digitally and upload to the ABC Radio website</p> <p>9,254 attended.</p>	
Opening Hours	The Libraries Board approved the change in opening hours and the State Library will be open a further seven hours per week, offering access seven days a week.	May 2021
Zinetopia 3.0	Held in the Mortlock Wing, Zinetopia 3.0 is a zine fair, run through Adelaide for those who love everything fanzine related.	March 2021
Genealogy Gems	Genealogy Gems is a partnership arrangement with Genealogy SA and State Library to deliver a program of speakers at State Library from across related organisations who can assist with research of family History.	March – November 2021
COLLABORATE		
Harold Shepherdson Collection	PRG 933/13 & 23 – Harold Shepherdson Collection – over 1,000 photographs of the Yolngu people from Milingimbi and Elcho Island (1928-1977) have been repatriated to the Elcho Island Community and we are working with the Community to describe the collection of over 1000 photos.	Ongoing commitment to connect and collaborate with communities

<p>Collab</p>	<p>Collab is part of an international network of cultural sector collaborative Galleries, Libraries, Archives and Museums (GLAM) Labs that are transforming the relevance and purpose of our institutions in the digital age.</p> <p>The North Terrace cultural precinct institutions that form Collab comprise the South Australian Museum, History Trust of South Australia, State Library of South Australia, Art Gallery of South Australia and the Botanic Gardens and State Herbarium.</p> <p>This digital convergence is unique in the world and is a great opportunity that allows us to leverage our collective expertise, digital collections and the state's creative industries to re-imagine how we might work with our priceless cultural, scientific and artistic collections.</p> <p>The Fellowship was originally launched in March 2020 by the Premier, and with the COVID restrictions in play between March and July, the Fellowship was relaunched in early 2021.</p> <p>The inaugural 2021 Collab Digital Cultural Fellowship attracted applicants from across South Australia, nationally and internationally, for a \$10,000 honorarium and was awarded to the Growing Data Foundation (GDF) for their project <i>Data Stories in a Climate of Change</i>.</p> <p>GDF aims to develop a 'proof of value' digital exemplar for the creation of rich data stories reflecting on the cultural, historical, scientific, environmental and economic changes to the River Murray over time, by drawing on the rich digital (and other) collections held by the North Terrace institutions and using a range of digital tools, technologies and publicly accessible data sources, to bring the collections to life in real-time.</p>	<p>July 2020 – June 2021</p>
<p>Commissioner's Digital Challenge – Zoom Out</p>	<p>The office of the Commissioner for Children and Young People (CCYP) has announced its next digital challenge, 'Zoom Out'. This challenge promotes a free system thinking challenge for all children and young people in South Australia. Due to State Library's existing partnership, and</p>	<p>June 2021</p>

	high public library participation rates with the previous challenges, CCYP has created posters promoting libraries as a learning destination for this challenge. This also includes a dedicated webpage detailing libraries involvement in the digital challenges.	
CAPABILITY		
Archival Management System pilot	A pilot project undertaken to examine the feasibility of migrating all archival metadata to an Archival Management System. The pilot provided important information to inform the larger project.	July 2020 – June 2021
Leadership Succession Planning	<p>In November the State Library's aspiring leader program concluded with 21 participants completing a 12-month program that was designed to address concerns about succession planning within the organisation.</p> <p>Participants attended a series of group workshops and individual coaching sessions to build knowledge and skills in public sector management.</p> <p>Many participants stepped into line management and/or project leadership roles to deliver aspects of the Library's business plan and demonstrate their learning in practical ways.</p> <p>While COVID-19 impacted on program delivery, the cohort remained committed and focussed throughout, demonstrating greater confidence and resilience.</p>	July 2020 – November 2020
Future services project	<p>A project team was formed in May 2020 to deliver the outcomes and vision offered from a Future Services Report that was commissioned by the Libraries Board in 2019. The key outcomes of this report include:</p> <ul style="list-style-type: none"> • A shared view of the State Library's purpose • An understanding of the current state pain points and opportunities • Service principles to guide future decisions and design iterations • Concepts envisioning the future state that provide a foundation to explore next steps 	July 2020 – June 2021

	<ul style="list-style-type: none"> • A proposed floor plan which aligns the future service model to the library's physical space • Recommendations for implementation <p>The report recommendations aim to improve customer outcomes, maximise use of available spaces, and deliver operational efficiencies that will underpin the Library's forward budget strategy. Some of these objectives will be enabled by changes to physical spaces while others are more of a reset in our thinking about our services and how we can deliver them in partnership with others.</p> <p>During the year the project team focussed on progressing recommendations that relate to the Library's research space on Spence Level 2. The Modern Research Library project consists of a suite of sub-projects including:</p> <ul style="list-style-type: none"> • The development of a design brief for the build of a new workroom for customer service staff, a new secure heritage reading room, and associated spaces on Spence Level 2. • The development of a final plan for collection layouts in the public area. • The development of criteria for the relegation of collections in the open public areas, which enable the building requirements and set the profile for the Modern Research Library. • The development of logistics to enable the moves that provide for the future service, and the relegation of collection content to closed storage. • Processes to enable the relocations and relegations. • Procurement of the Unstacked, an online collection display platform. • The development of a workflow and associated technology to enable Library customers to order out of copyright digital images online. • The completion of a consultation and research project regarding the family history and local history landscape within the South Australian Public Library Network, and the opportunities for collaboration and network capabilities for the Libraries Board. The 	
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	<p>research included regional and metropolitan site visits.</p> <p>Work also commenced on a reorganisation of staff workrooms to improve functional alignment between teams and create opportunities for greater collaboration.</p>	
Collection analysis	<p>The Library began applying data analysis methods to its published collections in 2020-2021, beginning with 320,000 titles comprising the general reference books located in storage at North Terrace.</p> <p>Data was obtained from the Library's Library Management System and the National Library of Australia's Trove Collaborative Services.</p> <p>The latter enables benchmarking and comparing the Library's holdings with national, state and university libraries across Australia.</p> <p>The process revealed about 12,000 titles that will be reviewed for transfer to the South Australian collection and another 12,213 non-South Australian titles that no other Australian library holds.</p> <p>These will be reviewed for transfer to the Library's Special collection.</p>	July 2020 – June 2021
Deadline 2025	<p>The Library has invested in a second video digitising system to increase capacity to digitise magnetic videotapes. The new Cinedeck system will be run alongside the Library's original SAMMA Solo system purchased in 2012.</p> <p>The older, now obsolete, SAMMA system has features specific to preservation work that are not replicated in the later generation of video ingest systems. Consequently, both old and new systems will be employed in the countdown to 2025.</p>	Ongoing commitment to increase collection access capability, maintain and preserve South Australian heritage
Digital preservation training	<p>The Library's membership of the peak body National & State Libraries Australasia (NSLA) provides access to the services of the international Digital Preservation Coalition, of which NSLA is a member.</p>	July 2020 – June 2021

	<p>The Digital Preservation Coalition in turn partners with the National Archives (UK) to present a digital preservation capacity-building learning program 'Novice to Know-How'.</p> <p>The program aims to provide beginners with the skills required to develop and implement simple digital preservation workflows within their organisation.</p> <p>The program has been adopted by the Library as a prerequisite for staff who will undertake work associated with the Preservica digital preservation system, and during 2020-2021 six Library staff completed the course online.</p>	
Corporate Services Team Review	<p>Completion of the State Library/Public Library Services Corporate Services teams review and rationalisation in 2021 has resulted in establishing better knowledge sharing and management practices while providing a sustainable way to support the business into the future.</p> <p>Improvements include:</p> <ul style="list-style-type: none"> • Combining HR systems and processes in CHRIS 21, Corporate PowerBI reporting, recruitment, and administrative functions • Centralised reporting to provide more accurate and consistent data across the organisation • Increased compliance for WHS and training 	July 2020 – February 2021
Technology Services and Infrastructure (formerly ICT) Team Review	<p>Completion of the State Library/Public Library ICT Services teams review and rationalisation in 2021 realises economies, savings and establishes a sustainable way to support the business into the future by:</p> <ul style="list-style-type: none"> • Corporate Service and Network Infrastructure - scope to become one network, shared service provider, remove duplication of physical assets and possible joint location • Hardware Purchasing – remove duplication, follow Whole of Government direction and minimise deployment work effort • Software Asset Management and Software tracking – Improves compliance 	July 2020 – June 2021 Completed

	<ul style="list-style-type: none"> • Corporate Computer Fleet – Reduce procurement, create standardisation and modernise fleet • Reduction in separate support contracts and systems • Improvement of internal processes and procedures • Realignment of staffing resources 	
Public Internet Gateway	<p>The eduroam wireless network has now been sent live across the State Library in September and across almost all public libraries in December 2020. This allows customers from participating institutions to gain secure wireless network access to their home learning institution via the public Wi-Fi network in every public library in the State.</p> <p>Eduroam is available at more than 12,000 locations worldwide. In Australia, 38 universities participate in eduroam, as well as several research institutes, hospitals, schools and cultural organisations. (https://www.eduroam.edu.au/).</p>	September – December 2020
PUBLIC LIBRARY SERVICES OBJECTIVES	Indicators	Performance
CONNECTED COMMUNITY PLACES		
South Australia Reads	<p>In November, libraries participated in the South Australia Reads campaign (a localised version of Australia Reads).</p> <p>The campaign was launched with a video message from Premier Steven Marshall in which he promoted the benefits of reading and public libraries and a supporting social media campaign was developed and adopted by many South Australian libraries.</p> <p>The campaign included a visit to Prospect Library by local promotional company <i>Adelady</i> and <i>The Advertiser</i> published an article that covered South Australian public libraries, the South Australia Reads campaign and the benefits of reading.</p>	November 2020

Maths Fun for Under 5s Program	<p>PLS partnered with <i>The Smith Family</i> to facilitate a mix of webinar and face-to-face training opportunities for children's library officers throughout 2020 and 2021 in the <i>Maths Fun for Under 5s</i> program.</p> <p>This is a hands-on program that involves young children and their families in early Maths experiences and is designed to enhance the understanding of parents/caregivers of 3- to 5-year-old children around the importance of early maths, brain development in the early years, and the links to lifelong learning.</p> <p>Over the course of the nine months, 58 children's library staff participated in the training from 41 South Australian libraries and are currently in the process of rolling out the program to their communities.</p>	October 2020 – June 2021
Little Bang Discovery Club	<p>A continued partnership dating back to 2016, with Inspiring SA and the Children's Discovery Museum to deliver 'early childhood' science (STEM) program, the Little Bang Discovery Club.</p> <p>The program designed for pre-school aged children and their adult carers, through a series of workshops, use safe, everyday tools and materials to engage in discovery and investigation while carrying out simple experiments and investigations.</p> <p>In May we were pleased to coordinate another training day, held face to face for 10 library staff.</p> <p>This successful partnership has enabled over 250 staff from 134 libraries across the state to be trained to deliver the program and over 3,000 families have taken part.</p>	May 2021
Online Storytime 2021	<p>PLS funded an annual subscription fee for 32 public library branches to participate in the Australian Library and Information Association's (ALIA) one year trial where publishers, authors and illustrators permit the use of their Australian picture book titles for online Storytime sessions.</p>	July 2020 – June 2021

	<p>Participating libraries can access over 280 titles ensuring the continued literacy support and connection to their communities for children and families who cannot attend a Storytime session in the library.</p> <p>The trial will be managed by ALIA and will distribute an estimated \$40,000 to \$60,000 to Australian publishers in 2021 based on an estimated 300 to 400 participating public library branches.</p>	
Launch of 'The Author Talks' online program	<p>PLS launched a state-wide online author program, branded 'The Author Talks' for interested South Australian public libraries.</p> <p>This pilot event was made possible through Penguin Random House and Burnside Library who hosted Australian actor, and now author, John Wood in August.</p> <p>The event provided for up to 500 participants via a Zoom Webinar and 100 library members attended onsite.</p> <p>In September, the City of Port Adelaide Enfield Libraries hosted three rising stars of crime fiction: Katherine Firkin, Benjamin Stevenson and Kyle Perry.</p> <p>This event attracted 16 participants.</p> <p>The events were archived on the Libraries SA YouTube channel.</p>	August – June 2021
Adelaide Writers' Week 2021	<p>With the support of the Office for Ageing Well and Seniors Card, PLS coordinated over 40 library branches to live stream Writers' Week East Stage sessions across four days directly to libraries.</p> <p>The live stream program provides a community experience when accessibility to the garden was not possible.</p> <p>Regional libraries from as far away as Coober Pedy, Mount Gambier, Penola and more participated.</p>	February – March 2021

CREATIVE CONTENT AND KNOWLEDGE CENTRES		
Enterprise Website Rebuild	<p>The rebuilding of all 121 library Enterprise websites which the customers use to discover library services and content was successfully completed in 2021.</p> <p>The new template takes advantage of mobile responsive design and a fresh and modern look, and the rebuilds are being very well received by libraries and customers alike.</p>	<p>July 2020 – June 2021</p>
Develop a Reading and Literacy Framework	<p>PLS engaged Raising Literacy Australia (RLA) to work with PLS and the public library network on the Reading and Literacy Framework project.</p> <p>The framework development process has covered three stages, including consultation, analysing and the formulation of ideas, and final consultation and production of the Reading and Literacy Framework.</p> <p>The Reading and Literacy Framework project is currently in the 'stage 3 – final consultation and production' phase.</p>	<p>July 2020 – June 2021</p>
INNOVATION AND DIGITAL HUBS		
Digital Literacy – The Reading Room	<p>PLS worked with the Office of the Commissioner for Children and Young People (CCYP) to create 'The Reading Room', a webpage hosted on CCYP's hub website which is a place for children and young people to visit, hang out, keep up to date, have their say and connect.</p> <p>The reading room promotes Libraries SA digital membership, curated collections for teen magazines, eBooks and audiobooks.</p>	<p>July 2020 – June 2021</p>

PARTNERING WITH INTENT		
Tech Savvy Seniors SA Program	<p>A continued partnership between Telstra, the South Australian Government (through Office for Ageing Well) and PLS.</p> <p>During 2020-21, 14 Regional libraries delivered 300 sessions of the program enabling 873 senior participants the opportunity to develop the skills and confidence to use technology for socialising, accessing important services or conducting personal business.</p>	July 2020 – June 2021
Office for Ageing Well	The Office for Ageing Well continued to provide grant funding to support the delivery of the Tech Savvy Seniors Program for older regional South Australians.	July 2020 – June 2021
Age Friendly Services Week	<p>As part of PLS's ongoing partnership with Office for Ageing Well, several libraries in the network took part in the Age Friendly Services Week pilot from 17th – 21st May.</p> <p>The purpose of the Week is to recognise the importance of older people as valued community members and gather feedback from them about age friendliness of the services and use the feedback for continued quality improvement.</p> <p>This week is the culmination of community conversations with older Australians where some library network staff participated, and the conversations helped shape the five key priorities of which Age Friendly Services was one.</p> <p>This has resulted in developing a guide provided to front line service staff as a tool to ensure that older South Australians experience a service more suited to their needs and abilities.</p>	May 2021
Social Media Giveaways	<p>Through partnerships with a variety of organisations, PLS ran a total of 11 giveaways on the Libraries SA Facebook page.</p> <p>Giveaways engage followers and continue to be popular.</p>	July 2020 – June 2021
DELIVERING A SUSTAINABLE FUTURE		

Professional Development	<p>PLS facilitated and delivered 26 training and development sessions for library staff and managers in the public library network.</p> <p>402 staff attended sessions this financial year.</p> <p>Majority of the training sessions were held online but staff enjoyed attending more face-to-face sessions in 2021.</p>	<p>July 2020 – June 2021</p>
Australian Library and Information Association (ALIA) Proficiency Program	<p>The Libraries Board of South Australia (through PLS) funded 35 Public Library and State Library staff to participate in the Public Library Proficiency Program.</p> <p>The program is based on four competencies, each one with a theme:</p> <ol style="list-style-type: none"> 1. Know your public library context 2. Know your public library structure and community 3. Collections in practice 4. Engage with your community <p>The program is designed for non-qualified library staff and aims to support best practice in our public libraries and offers interactive and collaborative learning.</p> <p>Learners participate in a pre and post skills audit to determine where individual's strengths are and opportunities for growth.</p>	<p>July 2020 – June 2021</p>
Outcome Based Measures	<p>A project to investigate and implement how Public Libraries can provide community and performance outcomes that are non-statistical based and convert them to measurable data for reporting, analysis and future decision making.</p> <p>Consultant, Mark Hocknell was contracted in 2019-20 to commence preparation and groundwork in facilitating workshops throughout 2020-21 with selected PLS staff and Public Library Managers.</p> <p>Consultation with Public Libraries has continued and resulted in numerous measures to be introduced in 2021-22 with the added implementation of a new data reporting tool</p>	<p>July 2020 – June 2021</p>

	(TBA) that will automate data collection and analysis and provide business reporting efficiencies.	
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Corporate performance summary

Digital preservation, cold storage for film collections, the State Library branding and *Future Services Project* were the State Library's main focus for 2020-21.

The purchase of the *Preservica* digital preservation system in 2019-20 has provided a foundation this year to commence developing workflows and ingest of digital collections.

The completion of the cold storage facility provides a stable environment for acetate media while it awaits digitisation and further digital preservation into *Preservica*.

The *Future Services Project* has commenced the lead and planning of the *Modern Research Library* project and its suite of sub projects that will include a new staff workroom, new secure reading room, collection material rationalisation and relegation or relocation, an online ordering system and further development of the Family and Local History landscape within the State Library and SA Public Library Network.

The State Library brand is now completed and approved and is replacing old signage and systems branding.

This year has also seen the completion of both Corporate Services and Technology, Infrastructure Systems (TIS - formerly ICT) Teams review and has resulted in a rationalisation of teams, improvements in sharing and building knowledge over the two organisations and offers a sustainable business model for future projects and systems implementation including:

- Corporate Service and Network Infrastructure - scope to become one network, shared service provider, remove duplication of physical assets and possible joint location
- Hardware Purchasing – remove duplication, follow Whole of Government direction and minimise deployment work effort
- Software Asset Management and Software tracking – Improves compliance
- Corporate Computer Fleet – Reduce procurement, create standardisation and modernise fleet
- Reduction in separate support contracts and systems
- Improvement of internal processes and procedures
- Realignment of staffing resources

The TIS team also completed the rebuild of all 121 Public Library Enterprise websites used to discover library services and content, to enable mobile device functionality and a more modern look.

Public Library Services (PLS) has continued long standing partnerships with Telstra, The Smith Family, Office for Ageing Well, Inspiring SA, Children's Discovery Museum and formed new partnerships with Office for the Commissioner of Children

and Young people that have resulted in successful continued and new public library programs in 2020-21.

PLS has also focused on measuring performance outcomes with the *Outcome Based Measures Project* that will result in numerous public library performance measures to be introduced and reported using smart forms and future implementation of a new automated data reporting tool.

Employment opportunity programs

Program name	Performance
	Nil to report

Agency performance management and development systems

Performance management and development system	Performance
The Department of the Premier and Cabinet's Performance Development Planning was in place throughout the year	During the past 12 months: 100 % of the workforce has undertaken their individual Performance Development Plan
AIATSIS Core Cultural Learning Aboriginal and Torres Strait Islander Australia	109 staff completed essential modules: 85 % of the workforce 19 staff still to be approved and registered for the training: 15% of the workforce

Work health, safety and return to work programs

Program name	Performance
Flu Vaccination	67%
Mental Health First Aid	4 staff – refresher training only
WHS and IM Management System	Developed and maintained by the Department of the Premier and Cabinet and reported on centrally
WHS and IM training	SLSA 92% PLS 96%
Ergonomic Assessments	SLSA 98% PLS 100%
Self-audit program	6 survey responses submitted for Emergency Response Audit (online only)

Workplace injury claims	Current year 2020-21	Past year 2019-20	% Change (+ / -)
Total new workplace injury claims	1	1	0%
Fatalities	0	0	0%
Seriously injured workers*	0	0	0%
Significant injuries (where lost time exceeds a working week, expressed as frequency rate per 1000 FTE)	0	1	-1%

**number of claimants assessed during the reporting period as having a whole person impairment of 30% or more under the Return to Work Act 2014 (Part 2 Division 5)*

Work health and safety regulations	Current year 2020-21	Past year 2019-20	% Change (+ / -)
Number of notifiable incidents (<i>Work Health and Safety Act 2012, Part 3</i>)	0	0	0%
Number of provisional improvement, improvement and prohibition notices (<i>Work Health and Safety Act 2012 Sections 90, 191 and 195</i>)	0	0	0%

Return to work costs**	Current year 2020-21	Past year 2019-21	% Change (+ / -)
Total gross workers compensation expenditure (\$)	29,274.74	26,042.23	12.41%
Income support payments – gross (\$)	0	15,550.95	-1%

**before third party recovery

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

Executive employment in the agency

Executive classification	Number of executives
SAES 1	3

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

The [Office of the Commissioner for Public Sector Employment](#) has a [workforce information](#) page that provides further information on the breakdown of executive gender, salary and tenure by agency.

Financial performance

Financial performance at a glance

The following is a brief summary of the overall financial position of the agency. The information is unaudited. Full audited financial statements for 2020-2021 are attached to this report.

Statement of Comprehensive Income	2020-21 Budget \$000s	2020-21 Actual \$000s	Variation \$000s	Past year 2019-20 Actual \$000s
Total Income	35,713	38,988	3,285	37,736
Total Expenses	38,016	38,669	653	38,352
Net Result	(2,303)	329	(1,974)	(616)
Total Comprehensive Result	(2,303)	329	(1,974)	28,346

Statement of Financial Position	2020-21 Budget \$000s	2020-21 Actual \$000s	Variation \$000s	Past year 2019-20 Actual \$000s
Current assets	7,016	11,817	4,801	9,396
Non-current assets	239,467	239,666	199	240,338
Total assets	246,483	251,483	5,000	249,734
Current liabilities	3,449	2,988	(461)	3,028
Non-current liabilities	2,728	2,816	88	2,969
Total liabilities	6,177	5,084	(373)	5,991
Net assets	240,306	245,679	5,373	243,743
Equity	240,306	245,679	5,373	243,743

Consultants disclosure

The following is a summary of external consultants that have been engaged by the agency, the nature of work undertaken, and the actual payments made for the work undertaken during the financial year.

Consultancies with a contract value below \$10,000 each

Consultancies	Purpose	\$ Actual payment
All consultancies below \$10,000 each - combined	Various	\$6,450

Consultancies with a contract value above \$10,000 each

Consultancies	Purpose	\$ Actual payment
KPPM Strategy	State Library Corporate project, Public Library Corporate project	\$ 29,250
Mark Hocknell	Outcome Based Measures Workshop	\$ 17,094
Accru Harris Orchard	State Library ICT project, Public Library ICT project, Customer contact project	\$ 56,500
BDO Advisory (SA) PL	Public Library logistics project	\$ 29,860
	Total	\$ 132,704

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

See also the [Consolidated Financial Report of the Department of Treasury and Finance](#) for total value of consultancy contracts across the South Australian Public Sector.

Contractors disclosure

The following is a summary of external contractors that have been engaged by the agency, the nature of work undertaken, and the actual payments made for work undertaken during the financial year.

Contractors with a contract value below \$10,000

Contractors	Purpose	\$ Actual payment
All contractors below \$10,000 each - combined	Various	\$ 55,748

Contractors with a contract value above \$10,000 each

Contractors	Purpose	\$ Actual payment
FYB Pty Ltd	Record management system upgrade	\$ 14,795
Bitfield Pty Ltd	SAPLN enterprise upgrade	\$ 54,350

Contractors	Purpose	\$ Actual payment
Raising Literacy Australia	Literacy Framework	\$ 25,000
NEC Australia	Public Library FYB Teams2CM Project	\$ 11,742
Data 3 Ltd	ICT configuration upgrade	\$ 10,575
BDO Advisory (SA) PL	Digital Library Content Procurement project, Business Continuity Management services, SACSf Review services	\$ 53,681
ALS Library Services Pty Ltd	Special project cataloguing	\$ 37,499
Vintek Pty Ltd	Public Library ICT network support	\$ 30,556
Sabrenet Ltd	Public Library Internet Improvement Installation	\$ 19,440
KPPM Strategy	State Library Future Services Community Engagement Program	\$ 12,750
	Total	\$ 270,388

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

The details of South Australian Government-awarded contracts for goods, services, and works are displayed on the SA Tenders and Contracts website. [View the agency list of contracts](#).

The website also provides details of [across government contracts](#).

Other financial information

N/A.

Other information

N/A.

Risk management

Risk and audit at a glance

The Board's Finance and Risk Committee meets quarterly and is responsible for providing advice and making recommendations to the Board on risk policy and strategy, performance against strategic priorities through the effective management of risks, and compliance against laws, regulations, published standards and community expectations of probity, accountability and openness. The Board's accounts and internal control framework is audited by the Auditor-General's Department annually and the Board adopts and implements the Auditors' recommendations as required.

Fraud detected in the agency

Category/nature of fraud	Number of instances
Nil	Nil

NB: Fraud reported includes actual and reasonably suspected incidents of fraud.

Strategies implemented to control and prevent fraud

The Libraries Board through the State Library of South Australia and Public Library Services has several strategies in place to control and prevent fraud.

The Finance and Risk Committee review the Financial Management Compliance Program annually; staff comply with the DPC Corruption and Maladministration Policy and DPC Corruption and Maladministration Control Strategy and staff participate in DPC fraud awareness training when it is made available.

Specific risks of fraud are identified in the risk registers of State Library of South Australia and Public Library Services along with strategies to minimise any such risks.

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

Public interest disclosure

Number of occasions on which public interest information has been disclosed to a responsible officer of the agency under the *Public Interest Disclosure Act 2018*:

0

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

Note: Disclosure of public interest information was previously reported under the *Whistleblowers Protection Act 1993* and repealed by the *Public Interest Disclosure Act 2018* on 1/7/2019.

Reporting required under any other act or regulation

Act or Regulation	Requirement
N/A	N/A

Public complaints

Number of public complaints reported

Complaint categories	Sub-categories	Example	Number of Complaints 2020-21
Professional behaviour	Staff attitude	Failure to demonstrate values such as empathy, respect, fairness, courtesy, extra mile; cultural competency	4
Professional behaviour	Staff competency	Failure to action service request; poorly informed decisions; incorrect or incomplete service provided	0
Professional behaviour	Staff knowledge	Lack of service specific knowledge; incomplete or out-of-date knowledge	1
Communication	Communication quality	Inadequate, delayed or absent communication with customer	0
Communication	Confidentiality	Customer's confidentiality or privacy not respected; information shared incorrectly	0
Service delivery	Systems/technology	System offline; inaccessible to customer; incorrect result/information provided; poor system design	68
Service delivery	Access to services	Service difficult to find; location poor; facilities/ environment poor standard; not accessible to customers with disabilities	44
Service delivery	Process	Processing error; incorrect process used; delay in processing application; process not customer responsive	3
Policy	Policy application	Incorrect policy interpretation; incorrect policy applied; conflicting policy advice given	3
Policy	Policy content	Policy content difficult to understand; policy unreasonable or disadvantages customer	7

Complaint categories	Sub-categories	Example	Number of Complaints 2020-21
Service quality	Information	Incorrect, incomplete, out dated or inadequate information; not fit for purpose	10
Service quality	Access to information	Information difficult to understand, hard to find or difficult to use; not plain English	37
Service quality	Timeliness	Lack of staff punctuality; excessive waiting times (outside of service standard); timelines not met	4
Service quality	Safety	Maintenance; personal or family safety; duty of care not shown; poor security service/ premises; poor cleanliness	6
Service quality	Service responsiveness	Service design doesn't meet customer needs; poor service fit with customer expectations	2
No case to answer	No case to answer	Third party; customer misunderstanding; redirected to another agency; insufficient information to investigate	6
		Total	195

Additional Metrics	Total
Number of positive feedback comments	210
Number of negative feedback comments	195
Total number of feedback comments	405
% complaints resolved within policy timeframes	N/A no data recorded for this

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/libraries-board-of-south-australia-annual-report-data>

Service Improvements

The Hub has been updated and equipped with new Wi-Fi, public computers and printers and now operates as a self-service facility.

The ground floor Spence Wing is now open from 8.00 am, providing greater amenity to customers and visitors.

The Future Services Project will continue to look at service requirements and provide further improvements throughout the following year.

Compliance Statement

The Libraries Board of South Australia is compliant with Premier and Cabinet Circular 039 – complaint management in the South Australian public sector	Y
The Libraries Board of South Australia has communicated the content of PC 039 and the agency's related complaints policies and procedures to employees.	N

Appendix: Audited financial statements 2020-21

Libraries Board of South Australia

Financial Statements

For the year ended 30 June 2021

Libraries Board of South Australia
Certification of the Financial Statements
For the year ended 30 June 2021

We certify that the:

- financial statements of the Libraries Board of South Australia:
 - are in accordance with the accounts and records of the Libraries Board of South Australia;
 - comply with relevant Treasurer's Instructions;
 - comply with relevant accounting standards; and
 - present a true and fair view of the financial position of the Libraries Board of South Australia at the end of the financial year and the result of its operation and cash flows for the financial year.
- internal controls employed by the Libraries Board of South Australia for the financial year over its financial reporting and its preparation of financial statements have been effective.



Bruce Linn AM
Chair
Libraries Board of South Australia
28 September 2021



Jo Bayly
Acting Director
State Library of South Australia
28 September 2021



James Kemperman
Acting Associate Director
Public Library Services
28 September 2021

Libraries Board of South Australia
Statement of Comprehensive Income
For the year ended 30 June 2021

	Note	2021 \$'000	2020 \$'000
Income			
Recurrent operating grants	2.1	35 781	36 153
Fees and charges	2.2	191	278
Investment income	2.5	570	503
Resources received free of charge	2.4	1 835	374
Gain on market value movement of investments	6.3	45	-
Bequests and donations		1	4
Council contributions		112	98
Rent and facilities hire	2.3	111	158
Recoveries		227	95
Other income		125	73
Total income		38 998	37 736
Expenses			
Staff benefits expenses	3.3	12 125	12 489
Supplies and services	4.1	7 531	8 192
Accommodation and facilities	4.2	2 867	2 833
Depreciation and amortisation		3 988	2 320
Subsidies to public libraries	4.3	12 158	12 454
Loss on market value movement of investments		-	64
Total expenses		38 669	38 352
Net result		329	(616)
Other Comprehensive Income			
Items that will not be reclassified to net result			
Changes in property, plant and equipment asset revaluation surplus		-	29 725
Gain / (loss) on sale of investments classified as fair value through other comprehensive income	2.6	553	-
Changes in fair value of investments classified as fair value through other comprehensive income		1 054	(763)
Total other comprehensive income		1 607	28 962
Total comprehensive result		1 936	28 346

The accompanying notes form part of these financial statements. The net result and total comprehensive result are attributable to the SA Government as owner.

Libraries Board of South Australia
Statement of Financial Position
As at 30 June 2021

	Note	2021 \$'000	2020 \$'000
Current assets			
Cash and cash equivalents	6.1	10 471	7 778
Receivables	6.2	1 346	1 618
Total current assets		11 817	9 396
Non-current assets			
Receivables	6.2	15	8
Property, plant and equipment	5.1	83 604	86 632
Intangible assets	5.3	191	254
Research and heritage collections	5.4	144 563	143 394
Investments	6.3	11 293	10 050
Total non-current assets		239 666	240 338
Total assets		251 483	249 734
Current liabilities			
Payables	7.1	1 551	1 190
Staff benefits	3.4	1 382	1 776
Provisions	7.2	21	18
Lease liabilities	7.3	34	44
Total current liabilities		2 988	3 028
Non-current liabilities			
Payables	7.1	237	245
Staff benefits	3.4	2 522	2 642
Provisions	7.2	52	38
Lease liabilities	7.3	5	28
Other liabilities	7.4	-	10
Total non-current liabilities		2 816	2 963
Total liabilities		5 804	5 991
Net assets		245 679	243 743
Equity			
Retained earnings		86 953	86 071
Investment reserve		1 863	809
Asset revaluation surplus		156 863	156 863
Total equity		245 679	243 743

The accompanying notes form part of these financial statements. The total equity is attributable to the SA Government as owner.

Libraries Board of South Australia
Statement of Changes in Equity
For the year ended 30 June 2021

	Asset revaluation surplus	Investment reserve	Retained earnings	Total equity
	\$'000	\$'000	\$'000	\$'000
Balance at 1 July 2019	127 138	1 572	86 687	215 397
Net result for 2019-20	-	-	(616)	(616)
Fair value movement of investments classified as fair value through other comprehensive income	-	(763)	-	(763)
Gain/(loss) on revaluation of property, plant and equipment	29 725	-	-	29 725
Total comprehensive result for 2019-20	29 725	(763)	(616)	28 346
Balance at 30 June 2020	156 863	809	86 071	243 743
Net result for 2020-21	-	-	329	329
Gain / (loss) on sale of investments classified as fair value through other comprehensive income	-	553	-	553
Transfer of revaluation gain on sale of investments from investment reserve to retained earnings	-	(553)	553	-
Fair value movement of investments classified as fair value through other comprehensive income	-	1 054	-	1 054
Total comprehensive result for 2020-21	-	1 054	882	1 936
Balance at 30 June 2021	156 863	1 863	86 953	245 679

The accompanying notes form part of these financial statements. All changes in equity are attributable to the SA Government as owner.

Libraries Board of South Australia
Statement of Cash Flows
For the year ended 30 June 2021

	2021	2020
	Inflows	Inflows
	(Outflows)	(Outflows)
Note	\$'000	\$'000
Cash flows from operating activities		
Cash inflows		
Recurrent operating grant	36 000	36 153
Fees and charges	303	163
Bequests and donations of cash	1	45
Council contributions	112	98
Rent and facilities hire	115	100
Investment income	534	616
Recoveries	232	78
Other receipts	106	80
Cash generated from operations	37 403	37 333
Cash outflows		
Staff benefits payments	(12 590)	(12 048)
Payments for supplies and services	(6 755)	(8 524)
Payments for accommodation and facilities	(2 859)	(2 833)
Subsidies paid to public libraries	(12 158)	(12 454)
Cash used in operations	(34 362)	(35 859)
Net cash provided by operating activities	3 041	1 474
Cash flows from investing activities		
Cash inflows		
Proceeds from the sale of / maturity of investments	4 574	-
Cash generated from investing activities	4 574	-
Cash outflows		
Purchase of heritage collections	(227)	(226)
Purchase of investments	(4 165)	(400)
Purchase of property, plant and equipment	(481)	(710)
Cash used in investing activities	(4 873)	(1 336)
Net cash provided by / (used in) investing activities	(299)	(1 336)
Cash flows from financing activities		
Cash outflows		
Repayment of principal portion of lease liabilities	(49)	(47)
Cash used in financing activities	(49)	(47)
Net cash used in financing activities	(49)	(47)
Net increase / (decrease) in cash and cash equivalents	2 693	91
Cash and cash equivalents at the beginning of the period	7 778	7 687
Cash and cash equivalents at the end of the period	10 471	7 778

The accompanying notes form part of these financial statements.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

1. About the Libraries Board of South Australia

The Libraries Board of South Australia (the Board) is a not-for-profit statutory authority established pursuant to section 8 of the *Libraries Act 1982* (the Act). The Board is charged with the management of the State Library of South Australia (SLSA) and the Public Library Services (PLS) under the Act.

1.1. Basis of preparation

These financial statements are general purpose financial statements prepared in compliance with:

- section 23 of the *Public Finance and Audit Act 1987*;
- Treasurer's Instructions and Accounting Policy Statements issued by the Treasurer under the *Public Finance and Audit Act 1987*; and
- relevant Australian Accounting Standards with reduced disclosure requirements.

The financial statements have been prepared based on a 12 month reporting period and presented in Australian currency. The historical cost convention is used unless a different measurement basis is specifically disclosed in the note associated with the item measured.

Assets and liabilities that are to be sold, consumed or realised as part of the normal operating cycle have been classified as current assets or current liabilities. All other assets and liabilities are classified as non-current.

Income, expenses and assets are recognised net of the amount of GST except:

- when the GST incurred on a purchase of goods or services is not recoverable from the Australian Taxation Office (ATO), in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item applicable; and
- receivables and payables, which are stated with the amount of GST included.

The net GST receivable/payable to the ATO is not recognised as a receivable/payable in the Statement of Financial Position as the Board is a member of a GST group, of which the Libraries Board of South Australia, a division of the Department of the Premier and Cabinet (DPC), is responsible for the remittance and collection of GST. As such, there are no cash flows relating to GST transactions with the ATO in the Statement of Cash Flows.

1.2. Objectives and programs

Objectives

The objectives of the Board as prescribed under the Act are as follows:

- formulate policies and guidelines for the provision of public library services
- establish, maintain and expand collections of library materials
- administer the State Library
- promote, encourage and assist in the establishment, operation and expansion of public libraries and public library services by councils and others.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

1.2. Objectives and programs (continued)

Programs

The Board undertakes the following programs:

- *Provision of State Library Services* - to provide, through the SLSA, a comprehensive library and information service for the economic, educational, cultural and social benefit of South Australia and its citizens.
- *Support of Public Library Services* - to provide through PLS and the distribution of State subsidies, an equitable and responsible provision of resources, support and services to public libraries and community information agencies.

The tables on the following pages present expenses, income, assets and liabilities attributable to each program for the years ended 30 June 2021 and 30 June 2020.

Expenses and income by program

	Provision of State Library Services		Support of Public Library Services		Eliminations		Total	
	2021	2020	2021	2020	2021	2020	2021	2020
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income								
Recurrent operating grants	15 080	15 919	20 701	20 234	-	-	35 781	36 153
Fees and charges	191	278	-	-	-	-	191	278
Investment income	570	477	-	26	-	-	570	503
Resources received free of charge	1 752	329	83	45	-	-	1 835	374
Gain on market value movement of investments	45	-	-	-	-	-	45	-
Bequests and donations	1	1	-	3	-	-	1	4
Council contributions	-	-	112	98	-	-	112	98
Rent and facilities hire	111	158	-	-	-	-	111	158
Recoveries	142	59	85	36	-	-	227	95
Other income	173	127	-	1	(48)	(55)	125	73
Total income	18 065	17 348	20 981	20 443	(48)	(55)	38 998	37 736
Expenses								
Staff benefits expenses	9 517	9 710	2 608	2 779	-	-	12 125	12 489
Supplies and services	2 963	3 204	4 616	5 043	(48)	(55)	7 531	8 192
Accommodation and facilities	2 856	2 833	11	-	-	-	2 867	2 833
Depreciation and amortisation	3 913	2 250	75	70	-	-	3 988	2 320
Loss on market value movement of investments	-	64	-	-	-	-	-	64
Subsidies to public libraries	-	-	12 158	12 454	-	-	12 158	12 454
Total expenses	19 249	18 061	19 468	20 346	(48)	(55)	38 669	38 352
Net result	(1 184)	(713)	1 513	97	-	-	329	(616)

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

1.2. Objectives and programs (continued)

Assets and liabilities by program

	Provision of State Library Services		Support of Public Library Services		Eliminations		Total	
	2021 \$'000	2020 \$'000	2021 \$'000	2020 \$'000	2021 \$'000	2020 \$'000	2021 \$'000	2020 \$'000
Current assets								
Assets	8 170	7 567	3 647	1 829	-	-	11 817	9 396
Total current assets	8 170	7 567	3 647	1 829	-	-	11 817	9 396
Non-current assets								
Assets	239 568	240 196	98	142	-	-	239 666	240 338
Total non-current assets	239 568	240 196	98	142	-	-	239 666	240 338
Current liabilities								
Liabilities	1 822	1 598	1 166	1 430	-	-	2 988	3 028
Total current liabilities	1 822	1 598	1 166	1 430	-	-	2 988	3 028
Non-current liabilities								
Liabilities	2 276	2 963	540	-	-	-	2 816	2 963
Total non-current liabilities	2 276	2 963	540	-	-	-	2 816	2 963
Net assets	243 640	243 202	2 039	541	-	-	245 679	243 743

1.3. Impact of COVID-19 on the Board

The COVID-19 pandemic has impacted on the operations of the Board and the impacts are included under the relevant disclosure notes. The key impact in 2020-21 was that the restrictions resulted in a loss of income due to reduced rent from corporate tenants including Writers SA and St Raphael's Café.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

2. Income

2.1. Recurrent operating grants

	2021	2020
	\$'000	\$'000
Recurrent operating grants	35 781	36 153
Total revenues from recurrent operating grants	35 781	36 153

Grants are recognised on receipt. The Board received an annual recurrent operating grant of \$35,781 million (2020: \$36,153 million) from the Department of the Premier and Cabinet. The operating grant is the primary source of revenue for the Board.

2.2. Fees and charges

	2021	2020
	\$'000	\$'000
Lecturing services	100	201
Photocopying services	50	40
Other fees and charges	7	31
Fees for services	34	6
Total revenues from fees and charges	191	278

Revenue from lecturing and photocopying services is recognised at a point in time as services are provided. Revenue for fees for services including Trove uploads, and other fees and charges are recognised as services are provided.

2.3. Rent and facilities hire

	2021	2020
	\$'000	\$'000
Rental income	74	90
Facilities hire	37	68
Total revenues from rent and facilities hire	111	158

Revenue from facilities hire and rental income is recognised when services are provided.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

2.4. Resources received free of charge

	2021	2020
	\$'000	\$'000
Conservation services	102	98
Donated assets	1 346	41
Services received free of charge - Shared Services SA	191	232
Services received free of charge - IDG (StateNet)	196	-
Services received free of charge - Valuation services	-	3
Total resources received free of charge	1 835	374

Resources received free of charge are recorded as income and expenditure in the Statement of Comprehensive Income at their fair value.

Under an arrangement with Artlab Australia, a division of the Department of the Premier and Cabinet, Artlab Australia receives SA Government appropriation to perform conservation services on the Board's heritage collections. The value of this work performed is recognised as resources received free of charge in income and a corresponding amount included as preservation activities in note 4.1. Supplies and services.

Donated assets include the Robert Hannaford private archive collection and a solar battery storage system installed at the State Library of SA donated from the Department for Energy and Mining.

Contributions of services are recognised only when a fair value can be determined reliably, and the services would be purchased if they had not been donated. The Board receives Financial Accounting, Taxation, Payroll, Accounts Payable and Accounts Receivable services from Shared Services SA free of charge, following Cabinet's approval to cease intra-government charging. The Board receives IDG (StateNet) services free of charge from the Department of the Premier and Cabinet including information technology and telecommunication services.

2.5. Investment income

	2021	2020
	\$'000	\$'000
Dividends	258	222
Interest	109	130
Dividend imputation credits	124	117
Distributions	79	34
Total investment revenues	570	503

Interest revenue is recognised taking into account the interest rates applicable to the financial assets. Dividend income is recognised when the right to receive a dividend has been declared.

2.6. Net gain / (loss) from the disposal of non-current assets

	2021	2020
	\$'000	\$'000
Investments		
Proceeds from disposal	4 574	-
Less net book value of assets disposed	(4 021)	-
Net gain / (loss) from disposal of investments	553	-
Total assets		
Proceeds from disposal	4 574	-
Less net book value of assets disposed	(4 021)	-
Total net gain / (loss) from disposal of non-current assets	553	-

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

3. Board, committees and staff

3.1. Key management personnel

Key management personnel of the Board include the Premier of the State of South Australia as responsible for the Arts, the Chair and members of the Board itself and the Director of the State Library of South Australia, the Associate Director, State Library Services, and Associate Director, Public Library Services, all of whom have responsibility for the strategic direction and management of the Board.

Total compensation for the Board's key management personnel was \$646 000 (\$621 000). This amount excludes salaries and other benefits the Premier receives. The Premier's remuneration and allowances are set by the *Parliamentary Remuneration Act 1990* and the Remuneration Tribunal of SA respectively and are payable from the Consolidated Account (via the Department of Treasury and Finance (DTF)) under section 6 of the *Parliamentary Remuneration Act 1990*.

Transactions with key management personnel and other related parties

There were no significant transactions between key management personnel and other related parties.

3.2. Board and committee members

Members during the 2021 financial year were:

BM Linn AM (Chair)

JMH Finlay

SG Hicks

JY Whittaker

MK Berghuis

BM Lewis

Prof. J Cys

Prof. AE Nettelbeck

Board and committee remuneration

The number of board members whose remuneration received or receivable falls within the following bands:

	2021	2020
\$0 - \$19 999	8	13
Total number of Board members	8	13

The total remuneration received or receivable by members was \$47 000 (\$39 000). Remuneration of members reflects all costs of performing board and committee duties including sitting fees, superannuation contributions, salary sacrifice benefits, fringe benefits and related fringe benefits tax.

In accordance with the Department of Premier and Cabinet Circular No. 16, government employees did not receive any remuneration for board and committee duties during the reporting period. Unless otherwise disclosed, transactions between members are on conditions no more favourable than those that it is reasonable to expect the entity would have adopted if dealing with the related party at arm's length.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

3.3. Staff benefits expenses

	2021	2020
	\$'000	\$'000
Salaries and wages	8 992	8 949
Employment on-costs - superannuation	1 070	1 065
Annual leave	844	871
Targeted voluntary separation packages (refer below)	334	420
Payroll tax	547	570
Long service leave	(20)	201
Skills and experience retention leave	99	96
Board fees	43	35
Workers compensation provision adjustment	23	22
Other staff related expenses	193	260
Total staff benefits expenses	12 125	12 489

Employment on-costs - superannuation

The superannuation employment on-cost charge represents the Board's contributions to superannuation plans in respect of current services of current staff. DTF centrally recognises the Superannuation liability in the whole-of-government financial statements.

Executive remuneration

The number of staff whose remuneration received or receivable falls within the following bands:

	2021	2020
	No	No
\$167 001 to \$187 000	2	2
\$227 001 to \$247 000	1	1
Total	3	3

The total remuneration received by those staff for the year was \$597 000 (2020: \$582 000).

The table includes all staff whose normal remuneration was equal to or greater than the base executive remuneration level during the year. Remuneration of staff reflects all costs of employment including salaries and wages, payments in lieu of leave, superannuation contributions, termination payments, salary sacrifice benefits, fringe benefits and related fringe benefits tax.

Targeted voluntary separation packages (TVSPs)

	2021	2020
	\$'000	\$'000
Amounts paid to separated staff:		
Targeted Voluntary Separation Packages	334	420
Leave paid to separated staff	39	154
Recovery from the Department of Treasury and Finance	-	(242)
Net cost to the Board	373	332

Number of staff who received a TVSP during the reporting period	3	5
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Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

3.4. Staff benefits liability

	2021	2020
	\$'000	\$'000
Current		
Annual leave	674	739
Long service leave	298	398
Skills and experience retention leave	108	111
Accrued salaries and wages	302	528
Total current staff benefits	1 382	1 776
Non-current		
Long service leave	2 522	2 642
Total non-current staff benefits	2 522	2 642
Total staff benefits	3 904	4 418

Staff benefits accrue as a result of services provided up to the reporting date that remain unpaid. Long-term staff benefits are measured at present value and short-term staff benefits are measured at nominal amounts.

Salaries and wages, annual leave, skills and experience retention leave (SERL) and sick leave

The liability for salaries and wages is measured as the amount unpaid at the reporting date at remuneration rates current at the reporting date.

The annual leave liability and the SERL liability in full are expected to be payable within 12 months and is measured at the undiscounted amount expected to be paid.

No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken in future years by staff is estimated to be less than the annual entitlement for sick leave.

Long service leave

The liability for long service leave is measured as the present value of expected future payments to be made in respect of services provided by staff up to the end of the reporting period using the projected unit credit method. Details about the measurement of long service leave liability is provided at note 10.1.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

4. Expenses

Staff benefits expenses are in note 3.3.

4.1. Supplies and services

	2021	2020
	\$'000	\$'000
Information technology and communication charges	2 153	2 634
Freight, courier, and postage	1 792	1 696
Contractors	326	543
Cataloguing and end processing	434	527
Membership / Subscriptions	156	163
Electronic resources	265	356
Consultants' fees	139	245
Business services charge	387	232
Maintenance	44	204
Insurance and risk management	188	184
Projects	298	162
Marketing and promotion	88	146
Preservation activities	130	123
Minor equipment purchases	238	66
Accommodation	19	62
Exhibitions	4	33
Licences	419	290
Doubtful debts	(5)	(10)
Other	456	536
Total supplies and services	7 531	8 192

Consultants

The number of consultancies and the dollar amount paid/payable (included in supplies and services expense) to consultants that fell within the following bands:

	2021	2021	2020	2020
	Number	\$'000	Number	\$'000
Below \$10 000	1	6	1	11
\$10 000 or above	4	133	1	234
Total	5	139	2	245

4.2. Accommodation and facilities

	2021	2020
	\$'000	\$'000
Accommodation	1 270	1 363
Facilities	1 118	864
Security	479	606
Total accommodation and facilities	2 867	2 833

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

4.3. Subsidies to public libraries

	2021	2020
	\$'000	\$'000
Library materials contribution	6 301	6 613
Operating contribution	5 200	5 148
Library materials local purchase contribution	602	639
Community information contribution	35	34
Community information access	20	20
Total subsidies to public libraries	12 158	12 454

5. Non-financial assets

5.1. Property, plant and equipment

Property, plant and equipment comprise tangible assets owned and right-of-use (leased) assets. The assets presented in the following table do not meet the definition of investment property.

All non-current assets with a value of \$10 000 or greater are capitalised, with the exception of compactus and lifts category.

Componentisation of complex assets is only performed when the complex asset's fair value at the time of acquisition is equal to or in excess of \$5 million for infrastructure assets and \$1 million for other assets.

Property, plant and equipment is recorded at fair value. Details about the Board's approach to fair value is set out in note 10.2.

Impairment

Property, plant and equipment owned by the Board have not been assessed for impairment as they are non-cash generating assets, that are specialised in nature and held for continual use of their service capacity.

Revaluation of property, plant and equipment is undertaken on a regular cycle as detailed in note 10.2. If at any time management considers that the carrying amount of an asset materially differs from its fair value, then the asset will be revalued regardless of when the last valuation took place.

There were no indications of impairment of property, plant and equipment as at 30 June 2021.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

5.1. Property, plant and equipment (continued)

Reconciliation 2020-21

	Land	Buildings and improv.	Work in progress	Compactus and lifts	Plant and equip.	Computer equip.	Total tangible assets	ROU Vehicles	ROU Buildings	Total ROU	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Carrying amount at the beginning of the period	12 300	71 865	139	1 494	484	283	86 565	30	37	67	86 632
Additions	-	-	193	81	99	108	481	64	-	64	545
Depreciation and amortisation	-	(3 549)	-	(103)	(142)	(78)	(3 872)	(24)	(29)	(53)	(3 925)
Transfers between asset classes	-	324	(324)	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	(46)	-	(46)	(46)
Donated assets	-	404	-	-	-	-	404	-	-	-	404
Other	-	-	(8)	-	-	-	(6)	2	-	2	(6)
Carrying amount at the end of the period	12 300	69 044	-	1 472	441	313	83 570	26	8	34	83 604
Gross carrying amount											
Gross carrying amount	12 300	145 086	-	3 152	1 878	1 166	163 582	41	59	100	163 682
Accumulated depreciation	-	(76 042)	-	(1 680)	(1 437)	(853)	(80 012)	(15)	(51)	(66)	(80 078)
Carrying amount at the end of the period	12 300	69 044	-	1 472	441	313	83 570	26	8	34	83 604

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

5.1. Property, plant and equipment (continued)

Useful Life

Depreciation and amortisation are calculated on a straight-line basis. Property, plant and equipment and intangible assets depreciation and amortisation are calculated over the estimated useful life as follows:

Class of asset	Useful life (years)
Buildings and improvements	10-50
Plant and equipment	5-30
Computer equipment	3-10
Compactors and lifts	30
Intangible assets	3-10
Right-of-use assets	Lease term

The research and heritage collections are kept under special conditions to minimise deterioration and are anticipated to have very long and indeterminate useful lives. No amount for depreciation has been recognised, as their service potential has not, in any material sense, been consumed during the reporting period.

Review of accounting estimates

Assets' residual values, useful lives and depreciation/amortisation methods are reviewed and adjusted, if appropriate, on an annual basis. Changes in the expected life or the expected pattern of consumption of future economic benefits embodied in the asset are accounted for prospectively by changing the time period or method, as appropriate.

5.2. Property, plant and equipment leased by the Board

Right-of-use assets leased by the Board as lessee are measured at cost and there were no indications of impairment.

Short-term leases of 12 months or less and low-value leases, where the underlying asset value is less than \$15 000, are not recognised as right-of-use assets. The associated lease payments are recognised as an expense and are disclosed in note 4.1 under other expenses.

The Board has a limited number of leases:

- 5 motor vehicle leases with the South Australian Government Financing Authority (SAFA). Motor vehicle leases are non-cancellable, with rental payments monthly in arrears. Motor vehicle lease terms can range from 3 years (60,000km) up to 5 years (100,000km). No contingent rental provisions exist within the lease agreements and no options exist to renew the leases at the end of their term.
- Part ground floor lease at Collinswood for storage of the State Library of South Australia records.

The lease liabilities and interest related to the right-of-use assets are in note 7.3. The Board's maturity analysis of its lease liabilities is disclosed in note 10.3. Cash outflows related to leases are disclosed in note 8.2.

Additions during 2020-21 were \$64 000 (\$84 000).

Impairment

Property, plant and equipment leased by the Board have been assessed for impairment. There was no indication of impairment. No impairment loss or reversal of impairment loss was recognised.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

5.3. Intangible assets

	2021	2020
	\$'000	\$'000
Intangibles		
Computer software	485	484
Accumulated amortisation	(294)	(230)
Total intangibles	191	254

Intangible assets are initially measured at cost and are tested for indications of impairment at each reporting date. Following initial recognition, intangible assets are carried at cost less accumulated amortisation and any accumulated impairment losses.

The acquisition of or internal development of software is capitalised only when the expenditure meets the definition and recognition criteria and when the amount of expenditure is greater than or equal to \$10 000.

Reconciliation 2020-21

	Computer software	Total
	\$'000	\$'000
Carrying amount at the beginning of the period	254	254
Depreciation and amortisation	(63)	(63)
Carrying amount at the end of the period	191	191

5.4. Research and heritage collections

	2021			2020		
	Opening balance	At cost / additions	Total	Opening balance	At cost / additions	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Monographs	39 697	64	39 761	39 614	83	39 697
Private archives	36 364	947	37 311	36 348	16	36 364
Rare books and named collections	29 405	18	29 423	29 384	21	29 405
Periodicals	13 009	81	13 090	12 901	108	13 009
Mortlock use collections	10 391	9	10 400	10 384	7	10 391
Newspapers purchased	6 823	29	6 852	6 764	59	6 823
Maps	6 377	2	6 379	6 377	-	6 377
Mortlock audio-visual	912	1	913	910	2	912
Family history collection	147	3	150	146	1	147
Microfilm serials	253	14	267	192	61	253
Purchased databases	16	1	17	16	-	16
Total research and heritage collections	143 394	1 169	144 563	143 036	358	143 394

Valuation basis

Public library services collections

The film collection is valued at zero value on the basis that this collection is not being added to, is rarely used and may not be disposed under the terms of its original acquisition.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

5.4. Research and heritage collections (continued)

Research and heritage collections

In accordance with fair value principles adopted under AASB 13 *Fair Value Measurement* and AASB 116 *Property, Plant and Equipment*, a revaluation must be completed at least every six years.

The collections were valued as at 30 June 2016 by Mr. P Tinslay, NCJV Registered Valuer, of Aon Risk Solutions (Fine Arts Division).

This valuer specialises in the valuation of heritage assets. This valuation has been carried out in accordance with the principles determined by the International Valuation Standards Committee. These international standards have been followed except where they are altered by Australian Law or by local standards as laid out by the Australian Property Institute.

The market approach has been utilised to determine fair value. The market approach provides an indication of value by comparing the subject asset with identical or similar assets for which price information is available. This approach considers the prices of identical or similar assets that are listed or offered for sale and may necessitate adjusting the price information from other transactions to reflect any differences in the terms of the actual transaction and the basis of value and any assumptions adopted in the valuation being undertaken, as well as differences in the legal, economic or physical characteristics of the assets in other transactions and the asset being valued.

In instances where there were sufficient observable transactions of similar assets to the subject asset (generally in second hand markets) level 1 inputs have been used. Where inputs to the fair value measurement are considered level 2 in the fair value hierarchy they have been observed from the market and the valuer has made relatively minor adjustments for differences in asset characteristics.

6. Financial assets

6.1. Cash and cash equivalents

	2021	2020
	\$'000	\$'000
Deposits with the Treasurer	10 464	7 771
Cash on hand	7	7
Total cash and cash equivalents	10 471	7 778

Deposits with the Treasurer

Deposits with the Treasurer are funds held in the "Libraries Board of South Australia Account", an account held with the Treasurer of South Australia pursuant to section 21 of the *Public Finance and Audit Act 1987* (PFAA), and funds held in the Arts South Australia Operating Account, an account held with the Treasurer of South Australia pursuant to section 8 of the PFAA.

The cash balance includes \$1.75 million (2020: \$1.59 million) of unspent funding allocated to public libraries for the purchase of library materials.

Trust Accounts

Public Library Services allocates funding to populations located in aboriginal lands and outback areas that currently do not have a local council authority. These funds are controlled by the Board and are included in the cash balance at 30 June 2021. The total of these accounts is \$215 000 (2020: \$205 000).

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

6.2. Receivables

	2021	2020
	\$'000	\$'000
Current		
Trade receivables		
From government entities	-	220
From non-government entities	116	137
Less impairment loss on receivables	-	(5)
Total trade receivables	116	352
 Prepayments	 1 082	 1 154
Accrued revenues	148	112
Total current receivables	1 346	1 618
 Non-current		
Statutory receivables		
Workers compensation recoveries	1	1
Total statutory receivables	1	1
 Prepayments	 14	 7
Total non-current receivables	15	8
 Total receivables	 1 361	 1 626

Receivables arise in the normal course of selling goods and services to other government agencies and to the public. Receivables are normally settled within 30 days after the issue of an invoice or the goods/services have been provided under a contractual arrangement.

Receivables, prepayments and accrued revenues are non-interest bearing. Receivables are held with the objective of collecting the contractual cash flows and they are measured at amortised cost.

Statutory receivables do not arise from contracts with customers. They are recognised and measured similarly to contractual receivables (except impairment) but are not classified as financial instruments for disclosure purposes.

Allowance for impairment loss on receivables

	2021	2020
	\$'000	\$'000
Carrying amount at the beginning of the period	5	14
Increase/(decrease) in allowance recognised in profit or loss	(5)	(9)
Carrying amount at the end of the period	-	5

Impairment losses relate to contracts with customers external to SA Government.

Refer to note 10.3 for details regarding credit risk and the methodology for determining impairment.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

6.3. Investments

	2021 \$'000	2020 \$'000
Non-current		
Shares and other direct investments in companies		
Carrying amount at the beginning of period	10 050	10 477
Additions	4 165	400
Disposals	(4 021)	-
Investment market value movement at end of financial year	1 099	(827)
Total non-current investments	11 293	10 050
Total investments	11 293	10 050

Reconciliation 2020-21

	Equity instruments designated at fair value through other comprehensive income \$'000	Debt instruments mandatorily measured at fair value through profit or loss \$'000	Total investments \$'000
Carrying amount at the beginning of the period	7 900	2 150	10 050
Additions	4 165	-	4 165
Disposals	(4 021)	-	(4 021)
Changes in fair value of investments	1 054	45	1 099
Carrying amount at the end of period	9 098	2 195	11 293

The equity instruments are carried at fair value.

During the year, the equity investments were designated at fair value through other comprehensive income with all changes in fair value being taken to the investment reserve. On disposal of these equity investments, any related balance within the investment reserve will be reclassified to retained earnings.

During the year, the debt instruments were designated at fair value through profit or loss with all changes in fair value going through profit or loss. On disposal of these debt instruments, any gains or losses will be recognised in profit and loss.

Dividends arising from all investments are recognised in the statement of comprehensive income.

For further information on risk management refer to note 10.3.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

7. Liabilities

Staff benefits liabilities are in note 3.4.

7.1. Payables

	2021 \$'000	2020 \$'000
Current		
Trade payables	1 297	976
Statutory payables		
Employment on-costs	199	160
Audit fees	55	54
Total statutory payables	254	214
Total current payables	1 551	1 190
Non-current		
Statutory payables		
Employment on-costs	237	245
Total non-current payables	237	245
Total payables	1 788	1 435

Payables are measured at nominal amounts.

Payables and accruals are raised for all amounts owing but unpaid. Sundry payables are normally settled within 30 days from the date the invoice is first received. All payables are non-interest bearing. The carrying amount of payables represents fair value due to their short-term nature.

Employment on-costs

Employment on-costs include payroll tax, ReturntoWorkSA levies and superannuation contributions and are settled when the respective staff benefits that they relate to are discharged.

The Board contributes to several State Government and externally managed superannuation schemes. These contributions are treated as an expense when they occur. There is no liability for payments to beneficiaries as they have been assumed by the respective superannuation schemes. The only liability outstanding at reporting date relates to any contributions due but not yet paid to superannuation schemes.

As a result of an actuarial assessment performed by the DTF, the proportion of long service leave taken as leave has remained at 42% and the average factor for the calculation of employer superannuation cost on-costs has changed from the 2020 rate (9.8%) to 10.1%. These rates are used in the employment on-cost calculation. The net financial impact of these changes in the current financial year is immaterial.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

7.2. Provisions

	2021	2020
	\$'000	\$'000
Current		
Provision for workers compensation	21	18
Total current provisions	21	18
Non-current		
Provision for workers compensation	52	38
Total non-current provisions	52	38
Total provisions	73	56
Movement in provisions		
Carrying amount at the beginning of the period	56	42
Additional provisions recognised	17	14
Carrying amount at the end of the period	73	56

A liability has been reported to reflect unsettled workers compensation claims. The workers compensation provision is based on an actuarial assessment of the outstanding liability as at 30 June 2021 provided by a consulting actuary engaged through the Office of the Commissioner for Public Sector Employment. The liability was calculated in accordance with AASB 137 *Provisions, Contingent Liabilities and Contingent Assets* as at the present value of the expenditures expected to be required to settle obligations incurred as at 30 June. No risk margin is included in this estimate.

The Board is responsible for the payment of workers compensation claims.

7.3. Lease liabilities

	2021	2020
	\$'000	\$'000
Current		
Lease liabilities	34	44
Total current financial liabilities	34	44
Non-Current		
Lease liabilities	5	28
Total non-current financial liabilities	5	28
Total financial liabilities	39	72

The Board measures lease liabilities at amortised cost. Lease liabilities have been measured via discounting lease payments using either the interest rate implicit in the lease (where it is readily determined) or Treasury's incremental borrowing rate. There were no defaults or breaches on any of the above liabilities throughout the year. For 2021 the lease liability reflects only finance leases recognised in accordance with AASB 16 *Leases*.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

7.4. Other liabilities

	2021 \$'000	2020 \$'000
Non-current		
Contractual security deposit	-	10
Total non-current other liabilities	<u>-</u>	<u>10</u>
Total other liabilities	<u>-</u>	<u>10</u>

8. Other disclosures

8.1. Equity

Asset revaluation surplus

The asset revaluation surplus is used to record increments and decrements in the fair value of property and plant and equipment to the extent that they offset one another. Relevant amounts are transferred to retained earnings when an asset is derecognised.

Investment reserve

The investment reserve records all changes in fair value of investments classified as fair value through other comprehensive income.

8.2. Cash flow

Total cash outflow for leases was \$49 000 (2020: \$47 000).

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

9. Outlook

9.1. Unrecognised commitments

Commitments include operating, capital and outsourcing arrangements arising from contractual sources and are disclosed at their nominal value.

Capital commitments

	2021	2020
	\$'000	\$'000
Within one year	-	243
Total capital commitments	-	243

The 2020 capital commitments relate to the cold store construction and compactus.

Expenditure commitments

	2021	2020
	\$'000	\$'000
Within one year	1 587	1 428
Total expenditure commitments	1 587	1 428

Expenditure commitments relate to committed orders placed by public libraries through Public Library Services for libraries materials at the reporting date not recognised as liabilities in the financial statements.

Other commitments

	2021	2020
	\$'000	\$'000
Within one year	1 846	3 975
Later than one year but not longer than five years	1 890	2 546
Later than five years	105	204
Total other commitments	3 841	6 725

Other commitments predominantly comprise the Netley off-site storage and contracts for ICT.

9.2. Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Statement of Financial Position, but are disclosed by way of a note and, if quantifiable, are measured at nominal value.

The Board is not aware of any contingent assets or liabilities.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

10. Measurement and risk

10.1. Long service leave liability – measurement

AASB 119 Employee Benefits contains the calculation methodology for long service leave liability.

The actuarial assessment performed by the DTF has provided a basis for the measurement of long service leave and is based on actuarial assumptions on expected future salary and wage levels, experience of staff departures and periods of service. These assumptions are based on staff data over SA Government entities.

AASB 119 Employee Benefits requires the use of the yield on long-term Commonwealth Government bonds as the discount rate in the measurement of the long service leave liability. The yield on long-term Commonwealth Government bonds has increased from 0.75% (2020) to 1.25% (2021).

This increase in the bond yield, which is used as the rate to discount future long service leave cash flows, results in a decrease in the reported long service leave liability.

The net financial effect of the changes to actuarial assumptions in the current financial year is a decrease in the long service leave liability and employee benefits expense of \$250 000. The impact on future periods is impracticable to estimate as the long service leave liability is calculated using a number of demographical and financial assumptions – including the long-term discount rate.

The actuarial assessment performed by the DTF left the salary inflation rate at 2.5% for long service leave liability. As a result, there is no net financial effect resulting from changes in the salary inflation rate.

10.2. Fair value

AASB 13 Fair Value Measurement defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants, in the principal or most advantageous market, at the measurement date.

Initial recognition

Non-current tangible assets are initially recorded at cost or at the value of any liabilities assumed, plus any incidental cost involved with the acquisition.

Where assets are acquired at no value, or minimal value, they are recorded at fair value in the Statement of Financial Position. However, if the assets are acquired at no or nominal value as part of a restructure of administrative arrangements, then the assets are recognised at book value (i.e. the amount recorded by the transferor public authority immediately prior to the restructure).

Revaluation

Property, plant and equipment, other than right of use assets, are subsequently measured at fair value after allowing for accumulated depreciation.

Non-current tangible assets are valued at fair value and revaluation of non-current assets or a group of assets is only performed when the fair value at the time of acquisition is greater than \$1 million and estimated useful life is greater than three years.

Revaluation is undertaken on a regular cycle as detailed below. If at any time management considers that the carrying amount of an asset materially differs from its fair value, then the asset will be revalued regardless of when the last valuation took place.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

10.2. Fair value (continued)

Land and buildings

An independent valuation of land and buildings owned by the Board was performed as at 30 June 2020 by a Certified Practising Valuer from Liquid Pacific Holdings Pty. Ltd.

Fair value of land has been determined using the market approach. The valuation was based on recent market transactions for similar land in the area and includes adjustment for factors specific to the land such as size and location. For land classified as restricted in use, fair value was determined by applying an adjustment to reflect the restriction.

The fair value of buildings was determined using current replacement cost, due to there not being an active market. The current replacement cost considered the need for ongoing provision of government services, specialised nature and restricted use of the assets, their size, condition and location.

The valuation used estimates about construction materials that would be required to replace the buildings, information about current construction costs were derived from building costs guides, internal records such as recent tender documents, construction invoices etc. and the estimated useful life due to age and condition of the building.

Plant and equipment

All items of plant and equipment owned by the Board that had a fair value at the time of acquisition less than \$1 million or had an estimated useful life less than three years have not been revalued. The carrying value of these items is deemed to approximate fair value.

Heritage assets

These assets are classified in level 3 as there is no active market. An independent valuation of heritage assets was performed as at 30 June 2016 by Mr. P. Tinslay, NCJV Registered Valuer, of Aon Risk Solutions (Fine Arts Division). Fair value was determined by estimating the current replacement cost based on the limited market information available for similar heritage assets and reproduction materials.

10.3. Financial instruments

Financial risk management

Risk management is managed by the Board's corporate services section. Board risk management policies are in accordance with the *SA Government Risk Management Guide* and the principles established in the Australian Standard *Risk Management Principles and Guidelines*.

The Board's exposure to financial risk (liquidity risk, credit risk and market risk) is low due to the nature of the financial instruments held.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

10.3. Financial instruments (continued)

Impairment of financial assets

Loss allowances for receivables are measured at an amount equal to lifetime expected credit loss using the simplified approach in *AASB 9 Financial Instruments*. The Board uses an allowance matrix to measure the expected credit loss of receivables from non-government debtors which comprise a large number of small balances.

To measure the expected credit losses, receivables are grouped based on shared risks characteristics and the days past due. When estimating expected credit loss, the Board considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis, based on the Board's historical experience and informed credit assessment, including forward-looking information.

The maximum period considered when estimating expected credit losses is the maximum contractual period over which the Board is exposed to credit risk.

The expected credit loss of government debtors is considered to be nil based on the external credit ratings and nature of the counterparties.

Loss rates are calculated based on the probability of a receivable progressing through stages to write off based on the common risk characteristics of the transaction and debtor.

Loss rates are based on actual history of credit loss, these rates have been adjusted to reflect differences between previous economic conditions, current conditions and the Board's view of the forecast economic conditions over the expected life of the receivables.

Impairment losses are presented as net impairment losses within net result, subsequent recoveries of amounts previously written off are credited against the same line item.

Receivables are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include the failure of a debtor to enter into a payment plan with the Board and a failure to make contractual payments for a period of greater than 90 days past due.

Categorisation of financial instruments

Details of the significant accounting policies and methods adopted including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instrument are disclosed in the respective financial asset / financial liability note.

Classification of financial instruments

The Board measures all financial instruments at amortised cost or fair value.

Libraries Board of South Australia
Notes to and forming part of the financial statements
For the year ended 30 June 2021

10.3. Financial instruments (continued)

Maturity analysis of financial instruments

Category of financial asset and financial liability	Note	2021 Carrying amount / fair value	2021 Contractual maturities*		2020 Carrying amount / fair value
			Within 1 year	1 - 5 years	
Financial assets					
Cash and cash equivalents					
Cash and cash equivalents	6.1	10 471	10 471	-	7 778
Financial assets at amortised cost					
Receivables**	6.2	173	173	-	465
Financial assets classified as fair value					
Investments	6.3	11 293	-	11 293	10 050
Total financial assets		21 937	10 644	11 293	18 293
Financial liabilities					
Financial liabilities at amortised cost					
Payables**	7.1	1 297	1 297	-	976
Lease liabilities	7.3	39	34	5	72
Other liabilities	7.4	-	-	-	10
Total financial liabilities		1 336	1 331	5	1 058

*Maturities analysis is presented using the undiscounted cash flows and therefore may not total to equal the carrying amount/fair value of the financial instrument.

** Total amounts disclosed here exclude statutory amounts. Receivables do not include prepayments as these are not financial instruments. Prepayments are presented in note 6.2.

Statutory receivables and payables

The receivable and payable amounts disclosed here exclude amounts relating to statutory receivables and payables. This includes Commonwealth, State and Local Government taxes and equivalents, fees and charges; Auditor-General's Department audit fees. This is in addition to employee related payables, such as payroll tax, Fringe Benefits Tax, Pay As You Go Withholding and ReturnToWorkSA levies. In government, certain rights to receive or pay cash may not be contractual but have their source in legislation and therefore, in these situations, the disclosure requirements of AASB 7 *Financial Instruments: Disclosures* will not apply. The standard defines contract as enforceable by law. All amounts recorded are carried at cost.

INDEPENDENT AUDITOR'S REPORT



Government of South Australia

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To the Chair Libraries Board of South Australia

Opinion

I have audited the financial report of the Libraries Board of South Australia for the financial year ended 30 June 2021.

In my opinion, the accompanying financial report gives a true and fair view of the financial position of the Libraries Board of South Australia as at 30 June 2021, its financial performance and its cash flows for the year then ended in accordance with relevant Treasurer's Instructions issued under the provisions of the *Public Finance and Audit Act 1987* and Australian Accounting Standards.

The financial report comprises:

- a Statement of Comprehensive Income for the year ended 30 June 2021
- a Statement of Financial Position as at 30 June 2021
- a Statement of Changes in Equity for the year ended 30 June 2021
- a Statement of Cash Flows for the year ended 30 June 2021
- notes, comprising significant accounting policies and other explanatory information
- a Certificate from the Chair, Libraries Board of South Australia, Acting Director, State Library of South Australia and the Acting Associate Director, Public Library Services.

Basis for opinion

I conducted the audit in accordance with the *Public Finance and Audit Act 1987* and Australian Auditing Standards. My responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the financial report' section of my report. I am independent of the Libraries Board of South Australia. The *Public Finance and Audit Act 1987* establishes the independence of the Auditor-General. In conducting the audit, the relevant ethical requirements of APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* have been met.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the Director, State Library of South Australia and the Libraries Board of South Australia for the financial report

The Director, State Library of South Australia is responsible for the preparation of the financial report that gives a true and fair view in accordance with relevant Treasurer's Instructions issued under the provisions of the *Public Finance and Audit Act 1987* and the Australian Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Director, State Library of South Australia is responsible for assessing the entity's ability to continue as a going concern, taking into account any policy or funding decisions the government has made which affect the continued existence of the entity. The Director, State Library of South Australia is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the assessment indicates that it is not appropriate.

Auditor's responsibilities for the audit of the financial report

As required by section 31(1)(b) of the *Public Finance and Audit Act 1987* and section 19(3) of the *Libraries Act 1982*, I have audited the financial report of the Libraries Board of South Australia for the financial year ended 30 June 2021.

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

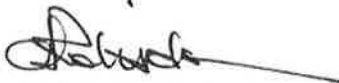
As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Libraries Board of South Australia's internal control

- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Director, State Library of South Australia
- conclude on the appropriateness of the Director, State Library of South Australia's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify the opinion. My conclusion is based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause an entity to cease to continue as a going concern
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

My report refers only to the financial report described above and does not provide assurance over the integrity of electronic publication by the entity on any website nor does it provide an opinion on other information which may have been hyperlinked to/from the report.

I communicate with the Director, State Library of South Australia and the Chair, Libraries Board of South Australia about, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during the audit.



Andrew Richardson

Auditor-General

28 September 2021