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**Annual
Report**

Library
Board of
Queensland

2017–18

Contents

29 August 2018

The Honourable Leeanne Enoch MP
Minister for Environment and the Great Barrier Reef, Minister for Science and Minister for the Arts
GPO Box 5078
Brisbane QLD 4001

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2017–18 and financial statements for the Library Board of Queensland.

I certify that this Annual Report complies with:

- the prescribed requirements of the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*, and

- the detailed requirements set out in the *Annual report requirements for Queensland Government agencies*.

A checklist outlining the annual reporting requirements can be found at page 90 of this annual report.

Yours sincerely

Professor Andrew Griffiths
Chairperson
Library Board of Queensland

State Library of Queensland

Government's objectives for the community	The Library Board of Queensland contributes to the achievement of the Queensland Government's objectives for the community which are: • Building safe, caring and connected communities: Providing welcoming places for everyone, free access to a wide range of information and opportunities for the open exchange of ideas and exposure to different perspectives. • Creating jobs and a diverse economy: Supporting entrepreneurs to create new businesses and enabling current small businesses to transform into digital business. Providing assistance for job seekers, from lifelong learning programs, assistance with job hunting and submitting applications online. • Protecting the environment: Collecting and preserving Queensland's documentary culture and heritage.
Vision	We enable the growth of knowledge, innovation and enterprise in Queensland
Purpose	State Library of Queensland is governed by the Library Board of Queensland. It draws its powers from the *Libraries Act 1988*. The object of this Act is to contribute to the cultural, social and intellectual development of all Queenslanders.
Key objectives	• Enable access • Engage community • Build capability
Our values	• We provide free and equitable access • We seek diverse voices • We share • We belong to the community
About us	State Library of Queensland is the custodian of the state's unique stories. Our historic and contemporary collections inform our programming, public engagement and partnerships. We are a place of experimentation, possibility and inclusion, where knowledge empowers and diversity is celebrated. State Library is part of a vibrant network of more than 320 public libraries and Indigenous Knowledge Centres (IKCs) throughout Queensland.
2017–18 priorities:	• Digital Strategy • Engagement Strategy • Building a better online presence • Leverage major projects: First 5 Forever and *Q ANZAC 100: Memories for a New Generation* • Engaging with public libraries
State Library's services include:	• collecting and preserving a trusted record of Queensland • encouraging research to deepen the knowledge of Queensland past and present • interpreting Queensland stories through exhibitions, events, discussion and debate • developing an inclusive library service, addressing diverse needs, strengthening opportunities for the expression of ideas and fostering the appreciation of difference • providing access to collections and services in a range of formats and channels, so they are available to all, regardless of geographical location • recognising the unique knowledge and culture of Aboriginal and Torres Strait Islander peoples, and working with communities to ensure their history and culture is preserved, and • advocating for public libraries and partnering with local government to provide Queenslanders with the opportunities to participate fully in the economic, social, political and cultural dimensions of society.

PART 1
Introduction

36,852 new items ADDED TO THE John Oxley Library collection

over **14 million** uses of State Library content

over **30,000** NEW members

VISITS **1.4** MILLION **2.2** onsite online

97% customer satisfaction

Chairperson's overview
2017–18

I am delighted to present my second report as Chairperson of the Library Board of Queensland.

The Library Board is committed to improving access to information and knowledge for all Queenslanders.

This is a bold aspiration in a state that is home to some of the nation's most remote and vulnerable communities.

To better understand the needs of communities across the state, the Library Board had the privilege of travelling to Far North Queensland in May 2018 to meet with local government representatives, library staff and visitors.

The visit included Cairns, Gordonvale, Yarrabah and Mossman where board members saw first-hand the impact of innovative State Library programs such as First 5 Forever, STEM.I.AM coding and robotics and Tech Savvy Seniors Queensland. It also provided an opportunity to further understand the challenges with connectivity along with the knowledge and stories locals wanted to discover and share.

It was gratifying to see the professional and financial support provided by State Library is having a meaningful, grassroots impact on all those who use the network of more than 320 public libraries and Indigenous Knowledge Centres (IKCs) throughout Queensland. From young families to tourists, local libraries are vital community hubs.

First 5 Forever, which is delivered in partnership with libraries and IKCs, is one of State Library's many success stories.

This popular early literacy initiative was allocated $5 million in ongoing annual funding in the 2018–19 State Budget. This is a massive vote of confidence in a program that encourages and supports parents and carers to play an active role in their child's language and literacy development in a social and inclusive environment. The boost comes on the back of a successful start for First 5 Forever, with almost two million attendances recorded at free activities across the state in its first three years.

Queensland Library Foundation also continues to support State Library's diverse and exciting work. Through the generosity of valued donors we can continue to develop our collections, conservation and projects beyond government funding.

We are grateful to all our corporate sponsors and individual donors, many of whom have supported the Foundation's work since it was established in 1988.

I also acknowledge the significant contribution of outgoing Foundation President Max Walters OAM who served on the council for 14 years, the last three as president.

Helen Brodie has been appointed as new Foundation President and Courtney Talbot as Foundation Vice-President. I congratulate them both and look forward to working with them to continue the important work of the Foundation to secure ongoing support for the State Library.

I would like to thank the Minister for Environment and the Great Barrier Reef, Minister for Science and Minister for the Arts, the Honourable Leeanne Enoch MP, for her continued, energetic support of State Library in 2017–18.

I also acknowledge State Librarian and CEO Vicki McDonald, the leadership team and staff who have again shown outstanding dedication over the past 12 months.

Sincere thanks also to outgoing Library Board Deputy Chairperson Linda Apelt for her invaluable contribution.

Congratulations to board member Professor Tom Cochrane AM who will take over as Deputy Chairperson and welcome Tamara O'Shea to the Library Board.

I look forward to another successful year ahead.

Professor Andrew Griffiths
Chairperson
Library Board of Queensland

State Librarian's year in review

2017–18

Discovering unknown stories of First World War Indigenous servicemen and marking the 10th anniversary of the Apology to the Stolen Generations were emblematic of our activities and aspirations as a leading Australian cultural institution this financial year.

Stories discovered helped us remember the past while looking to the future, and reflect our commitment to providing a platform to share Aboriginal and Torres Strait Islander stories and knowledge.

This is a key focus of State Library: honouring and discovering the past while preserving it for future generations. It has also shaped our 2018–19 vision: inspiring possibilities through knowledge, stories and creativity. The world of possibility takes many forms, but central to it is access and partnership.

This year, we launched our Digital Strategy, ensuring digital experiences are intrinsic to the life of State Library and the people who visit, collaborate and create with us. We want to lead digital collecting, engagement and empowerment for Queenslanders. The strategy maps our intention to increase online access to our collections, to embed rich digital experiences in all we do and to strengthen digital literacy in our communities.

Partnerships help us to achieve these goals, and I acknowledge Telstra's continued support of two key initiatives: Deadly Digital Communities and Tech Savvy Seniors Queensland (TSSQ). The Deadly Digital Communities program, delivered in partnership with IKCs and local councils encourages Aboriginal and Torres Strait Islander people to dream big through digital literacy and to create and unlock new opportunities and possibilities for themselves and their community.

The TSSQ program gives older people, across Queensland, the opportunity to develop skills and confidence to use technology for socialising, accessing important services or conducting personal business. The former Department of Communities, Child Safety and Disability Services provided $85,000 in funding to help deliver the program through public libraries across the state in 2017–18 and the Department of Communities, Disability Services and Seniors committed the same amount to support the program next financial year.

Important legacy projects such as *Q ANZAC 100: Memories for a New Generation*, now in its fourth and penultimate year, also continued to flourish with community participation; Historypin, blogs and conservation workshops all helped Queenslanders add to and discover their local wartime history. We are also thrilled to have been chosen to provide content and curatorial oversight of the Anzac Square galleries as part of the stage four restoration of this important state memorial.

Our own programming continued to attract onsite and online visitors. *Lifestyle: a sunshine state of mind* and the *Magnificent Makers: Queensland inventors and their curious creations* exhibitions delighted diverse audiences with the exploration of the quirky and curious stories that live within our extensive collections.

The excitement of the 2018 Commonwealth Games extended to State Library with the *Bright Bold Boundless: Designing the Queen's Baton* display, exploring the fascinating story behind the iconic Queen's Baton.

kuril dhagun's showcase, *Our Sporting Greats: Murri and Ailan athletes in the spotlight*, celebrated the profound and inspiring stories of some unsung Aboriginal and Torres Strait Islander sporting heroes including the Cherbourg Marching Girls and Uncle Charlie King, President of the Brisbane Natives Rugby League team.

In 2017–18, I was privileged to visit a number of IKCs in the Torres Strait, Cherbourg and Yarrabah. These centres are owned and operated by Indigenous Shire Councils — with State Library helping with the cost of staffing, library material and professional development. It is humbling to see how a passion for libraries can help enhance a community.

As an organisation, our staff actively participated in reconciliation activities; everything from BlackCard Cultural Awareness workshops to bush food cooking demonstrations. They provided an invaluable opportunity to learn more from our nation's first people.

Finally, I would like to thank Professor Andrew Griffiths for his enthusiastic and thoughtful leadership of the Library Board, and the executive team and staff who have supported me through an organisation-wide realignment that has helped reprioritise our future goals and aspirations. It has been a privilege to work with you all, as together we deliver outstanding library services to Queenslanders.

Vicki McDonald
State Librarian and CEO
State Library of Queensland

Library Board of Queensland

The Library Board of Queensland (the Library Board), established in 1943, is the governing body of State Library of Queensland and draws its powers from the *Libraries Act 1988 (Libraries Act)*. The object of the *Libraries Act* is to contribute to the cultural, social and intellectual development of all Queenslanders.

The legislated guiding principles for achieving this are:
(a) leadership and excellence should be demonstrated in providing library and information services
(b) there should be responsiveness to the needs of communities in regional and outer metropolitan areas
(c) respect for Aboriginal and Torres Strait Islander cultures should be affirmed
(d) children and young people should be supported in their understanding and use of library and information services
(e) diverse audiences should be developed
(f) capabilities for lifelong learning about library and information services should be developed
(g) opportunities should be developed for international collaboration and for cultural exports, especially to the Asia Pacific region
(h) content relevant to Queensland should be collected, preserved, promoted and made accessible.

The functions and powers of the Library Board are listed in Appendix A.

In addition to regular meetings of the Library Board, members represented State Library at conferences, library openings and other official functions throughout 2017–18.

One committee and two advisory groups advise and inform the Library Board on issues that arise within their brief. These bodies also act as important consultative mechanisms with the broader community. The members of the Library Board committee and advisory groups are listed in Appendix C.

The Library Board periodically meets outside Brisbane to stay informed about regional issues and to strengthen its relationship with local government and the community.

Under section 7 of the *Libraries Act*, in appointing a Library Board member, regard must be given to the person's ability to contribute to the Library Board's performance and the implementation of its strategic and operational plans.

Under section 9 of the *Libraries Act*, a person is not eligible for appointment as a member if the person is not able to manage a corporation because of the *Corporations Act 2001, Part 2D.6*.

PART 2
Corporate

(Left to right)
Professor Marek
Kowalkiewicz, Mr Bob
Shead, Mr Malcolm
McMillan, Mrs Tamara
O'Shea, Ms Vicki
McDonald, Professor
Andrew Griffiths,
Emeritus Professor
Tom Cochrane AM,
Dr Anita Heiss and
Dr Sandra Phillips.

Board members and attendance

In 2017–18 there were six Library Board meetings. The table below outlines appointment terms and meeting attendance in 2017–18.

All current Library Board members are appointed until 28 February 2020 except for Mrs Tamara O'Shea, who is appointed until 20 May 2021. Biographies of Library Board members are detailed in Appendix B.

Observers

The State Librarian and Chief Executive Officer (CEO) attends all meetings of the Library Board as an observer unless excused or precluded by the Library Board as per section 15 of the *Libraries Act*.

Ms Vicki McDonald, State Librarian and CEO
Mr Andrew Spina, Assistant Director-General, Digital Productivity and Services Division, Department of Science, Information Technology and Innovation (observer) (until December 2017)
Mr Scott Martin, Executive Director, Arts Queensland, Department of Environment and Science (from December 2017)

Secretariat

Ms Jennifer Genrich, Manager, Office of State Librarian

	Member from:	Member to:	2017–18 meetings	
			Eligible:	Attended:
Professor Andrew Griffiths (Chairperson from Mar 2017)	Mar 2014	Feb 2020	6	5
Ms Linda Apelt (Deputy Chairperson until Aug 2017)	Mar 2017	Aug 2017	2	2
Emeritus Professor Tom Cochrane AM (Deputy Chairperson from Oct 2017)	Mar 2017	Feb 2020	6	5
Dr Anita Heiss	Mar 2017	Feb 2020	6	5
Professor Marek Kowalkiewicz	Mar 2017	Feb 2020	6	5
Cr Julia Leu	Aug 2016	Feb 2020	6	6
Mr Malcolm McMillan	Mar 2017	Feb 2020	6	6
Mrs Tamara O'Shea	May 2018	May 2021	0	0
Dr Sandra Phillips	Mar 2017	Feb 2020	6	5
Mr Bob Shead	Mar 2017	Feb 2020	6	5

Queensland Library Foundation

Queensland Library Foundation (the Foundation) supports State Library's fundraising endeavours, specifically in the philanthropic and corporate sectors. It was established by the Library Board under the powers defined by the *Libraries Act 1988*.

The Foundation is a not-for-profit company, Limited by Guarantee, registered under the *Corporations Act 2001*. In keeping with the Act, the Foundation produces its own annual report and associated audited financial statements, which are available online at slq.qld.gov.au/about-us/queensland-library-foundation/annual-report or from the Foundation office.

Since 2002–03, the Foundation's financial statements have been consolidated into those of the parent entity, the Library Board, in accordance with Australian Accounting Standards.

This year, the Foundation celebrated 30 years since its launch on 5 May 1988. Through the generosity of sponsors and donors, the Foundation supported and enabled a range of projects in 2017–18, including:

- the prestigious John Oxley Library Fellowship, awarded to Dr Jennifer Moffatt for her project *The story of Queensland's selectors: how those who won land in a ballot contributed to Queensland's social, economic and political development*

- the John Oxley Library Community History Award, presented to the Yugambeh Museum, Language and Heritage Research Centre for their continued focus on cultural and educational exchange so that generations today and in the future can embrace traditional language, stories and heritage

- the biennial Letty Katts Award presented to Professor Peter Roennfeldt for research into *Brisbane's Albert Hall 1901–1968: celebrating memory and heritage of a major performance venue*

- the Queensland Business Leaders Hall of Fame Fellowship presented to Hilary Davies to help her uncover the *History of the Canada Cycle and Motor Agency Ltd – one of Queensland's major motor businesses*

- inclusion of six new inductees into the Queensland Business Leaders Hall of Fame, and related activities in partnership with QUT Business School

- induction of new recipients of the Mittelheuser Scholar-in-Residence and Student Internship Program, supported by Dr Cathryn Mittelheuser AM

- new interviews added to *The James C Sourris AM Collection*, which captures the voice of contemporary Australian artists for current and future generations. This collection was also showcased in three Portrait of an Artist free public events featuring Luke Roberts and Doug Hall AM, and remembering the legacy of gallery owner Ray Hughes.

- launch of the Siganto Foundation Digital Learning Workshops for newly arrived communities at The Edge, State Library's community makerspace and resource hub for all things art, science, technology and enterprise

- the *Magnificent Makers* exhibition exploring innovation and invention in Queensland from the late 1800s to the present day in the Philip Bacon Heritage Gallery

- the Reel Rescue fundraising campaign supporting the digitisation of State Library's motion picture collection, and

- the funding to create a replica of the R.F. Tunley Braille globe in a revolutionary 3D printed format so sight-impaired Queenslanders can experience this unique collection item as it was intended when it was first manufactured in the 1950s.

Continuing programs include:

- the popular Heritage Talk series for annual donors which enables in-depth engagement with State Library collections and librarians

- President's 100 Circle, a committed group of multi-year donors

- Sir Leo Hielscher Bequest Program, which creates a permanent source of income for vital programs that enrich the lives of Queenslanders.

The Queensland Library Foundation and State Library are grateful to all donors — individual, philanthropic and corporate — for their support during the past financial year.

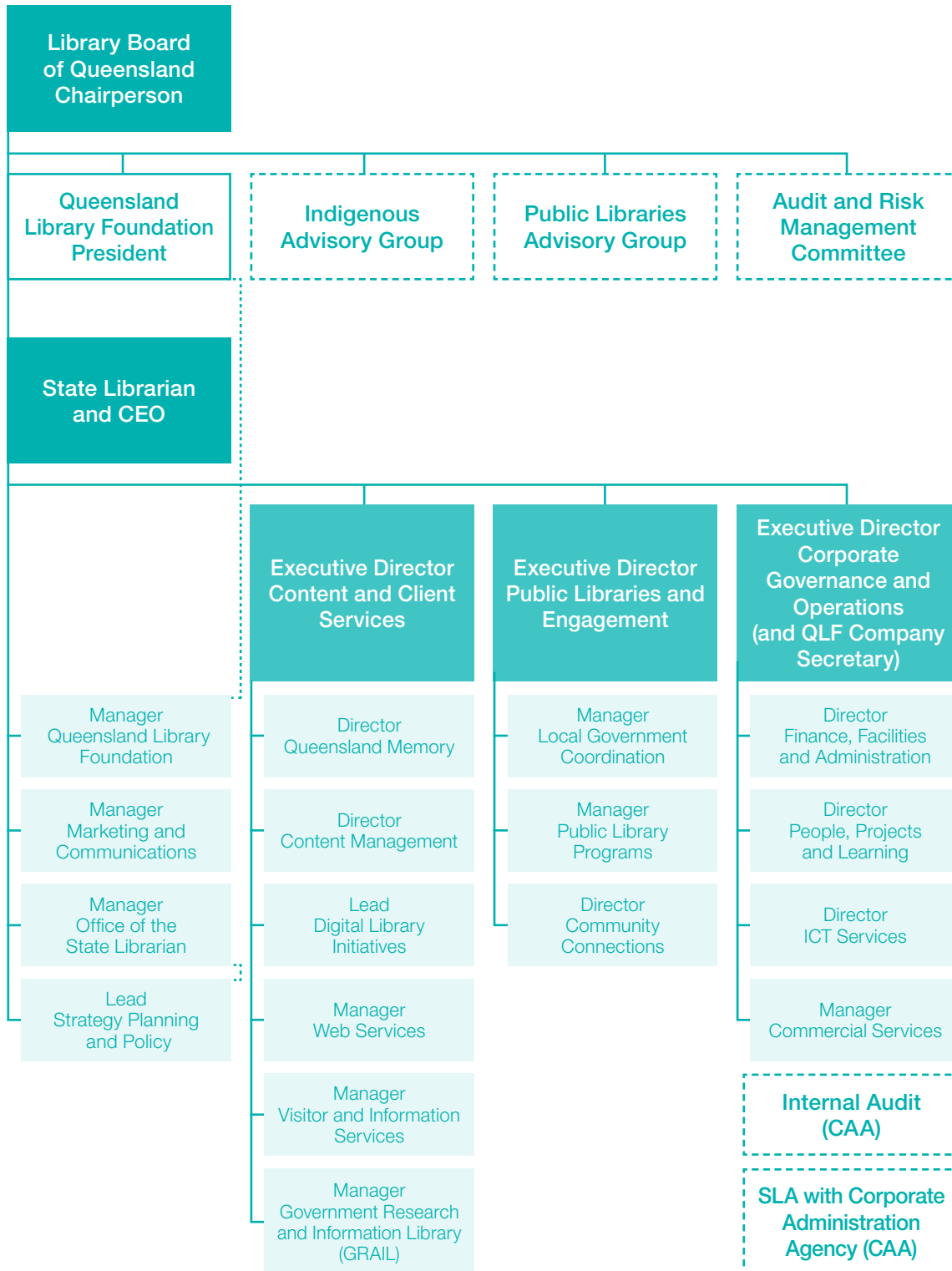## Foundation Council members 2017–18:

Mr Max Walters OAM (President) (until 31 December 2018)
Ms Helen Brodie (President) (from 15 May 2018)
Mr Malcolm Grierson AM (until 3 May 2018)
Mr Michael Hawkins
Ms Julie Mannion
Mr Neil Summerson AM
Ms Courtney Talbot (Vice-President from 15 May 2018)
Professor Andrew Griffiths (Chairperson of the Library Board of Queensland)
Ms Vicki McDonald (State Librarian and CEO)

Organisational structure
AS AT 30 JUNE 2018

Library Board of Queensland Chairperson

Queensland Library Foundation President

Indigenous Advisory Group

Public Libraries Advisory Group

Audit and Risk Management Committee

State Librarian and CEO

Executive Director Content and Client Services

Executive Director Public Libraries and Engagement

Executive Director Corporate Governance and Operations (and QLF Company Secretary)

Manager Queensland Library Foundation

Manager Marketing and Communications

Manager Office of the State Librarian

Lead Strategy Planning and Policy

Director Queensland Memory

Director Content Management

Lead Digital Library Initiatives

Manager Web Services

Manager Visitor and Information Services

Manager Government Research and Information Library (GRAIL)

Manager Local Government Coordination

Manager Public Library Programs

Director Community Connections

Director Finance, Facilities and Administration

Director People, Projects and Learning

Director ICT Services

Manager Commercial Services

Internal Audit (CAA)

SLA with Corporate Administration Agency (CAA)

Strategic and Operational Plans

<table>
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Vision

We enable the growth of knowledge, innovation and enterprise in Queensland.

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Enduring values

**We provide free and equitable access • We share
We seek diverse voices • We belong to the community**

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State Library's Strategic Plan 2017–21 sets out the objectives and strategies listed below.
The Operational Plan 2017–18 sets out the activities listed on the right-hand side.

**Strategic Plan
2017–21 strategy**

**Operational Plan
2017–18 activities**

Objective 1. Enable access

• **Increase access and interpretation of our content and services**	• Implement the Content Strategy to reflect a growing emphasis on digital content, content engagement and seamless access. • Improve access to digital content for regional Queenslanders. • Continue to release open data for transparency and creative reuse. • Advance our priority digitisation projects.
• **Partner with local government to enable a thriving network of public libraries and Indigenous Knowledge Centres**	• Deliver professional development for public library and Indigenous Knowledge Centre staff. • Review The Next Horizon: VISION 2017 and develop the new vision for public libraries. • Complete the triennial review of the Public Library Grant methodology.
• **Future proof our digital library**	• Showcase our collections and services through contemporary online platforms. • Actively investigate state-of-the-art and emerging discovery platforms to enhance communities' ability to discover, access and locate content. • Strengthen the ICT environment and our cybersecurity profile.

Performance indicators and 2017–18 targets

- Increased use of content 10%
- Increased State Library membership 15%
- Visits to public libraries 23,703,750

There were no modifications to the Strategic or Operational plans in this financial year.

Find the published plans online:

State Library of Queensland Strategic Plan 2017–21:
slq.qld.gov.au/about-us/corporate/publications/planning/strategic-plan-2018-2022/strategic-plan-2017-2021

State Library of Queensland Operational Plan 2017–18:
slq.qld.gov.au/about-us/corporate/publications/planning/operational-plan-2018-2019/operational-plan-2017-2018

PART 3 Outcomes in 2017–18

Objective 2. Engage community

- **Build the state collection of Queensland's documentary culture and heritage**

  - Grow the documentary record of Queensland's heritage, including born digital, and ensure its long-term preservation.
  - Engage with representative groups across the community to ensure our collections capture the voices and stories of Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse (CALD) backgrounds, the lesbian, gay, bisexual, transgender, intersex, and queer (LGBTIQ+) community, the disability sector, and regional communities.
  - Support the development of connected collections throughout Queensland's Gallery, Library, Archives and Museum (GLAM) sector.

- **Engage with the community through our diverse and inclusive public programs**

  - Develop audiences through the delivery of exhibitions and events that encourage curiosity, debate and discussion.
  - Support the development of the reading and writing sector through key programs such as the black&write! Indigenous writing and editing program, and the Queensland Literary Awards.
  - Continue to collaborate and co-create with the community and partners through the John Oxley Library, the Australian Library of Art, kuril dhagun, The Edge, and the Asia Pacific Design Library.
  - Engage with and deliver programs for the CALD community and people with a disability.

- **Inspire the community to use and interact with our content**

  - Lead a broad community of interest to deliver *Q ANZAC 100,* including major exhibitions and programs, supporting local networks and enabling new research.
  - Progress the Digital Strategy.
  - Partner with the education sector to profile our collections and services.

Performance indicators and 2017–18 targets

- Increase in John Oxley Library collections 5%
- Customer satisfaction 95%
- Increase in efficiency (onsite and online visitation/budget) 2.5%

Objective 3. Build capability

- **Enable digitally inclusive, literate communities that are skilled for the 21st century**

  - Design, deliver and promote onsite, offsite and regional access to learning opportunities.
  - Lead the development and implementation of state-wide family literacy activities such as First 5 Forever and enhance the regional reach of existing activities such as The Corner.
  - Implement programs to increase Queenslanders' digital literacy skills, including STEAM (Science, Technology, Engineering, Art and Mathematics), and Tech Savvy Seniors Queensland.

- **Advance the growth of business innovation and skills**

  - Support new business, social enterprise and creative industries, including the Business Studio and the Fabrication Lab.
  - Deliver the Government Research and Information Library (GRAIL) service for government agencies and investigate new services.

- **Position our workforce for the future.**

  - Implement the Towards 2020 Strategic Workforce Plan.
  - Focus Queensland Library Foundation efforts on increasing endowments, membership of the President's 100 Circle and funding support for priority projects.
  - Actively seek in-kind support and alternate funding options.

Performance indicators and 2017–18 targets

- Participation in public programs 360,000
- Increase in self-generated revenue 2%
- Staff engagement 67%

Report on performance

Service standards performance measure	Note	2017–18 Target	Actual
Customer satisfaction	1	95%	97%
Percentage increase in the efficiency of service delivery	2	2.5%	3.0%
Performance measure			
Increased use of content	3	14,600,000	14,184,000
Visits to public libraries	4	23,703,750	21,006,220
Increased State Library membership		28,000	30,297
Increase in self-generated revenue	5	2%	-9%
Increase in John Oxley Library collections		32,112	36,852
Participation in public programs		360,000	397,638
Staff engagement	6	67%	72%

Notes

1   Customer Satisfaction is the % of respondents to a rolling, year-long exit survey of onsite visitors who responded that they were 'satisfied' or 'very satisfied' when asked "How would you rate your overall satisfaction or dissatisfaction with today's visit?"

2   Increase in efficiency indicates change in the ratio of the government appropriation for State Library to total onsite and online visits.

3   The target shortfall resulted from unexpected drop in use of content in Q4 2017–18.

4   Both the 2017–18 target and the 2017–18 actual for this measure are for 2016–17. Data for the measure is gathered through the annual Queensland Public Libraries Statistical Bulletin, with results only available after the end of the reporting period each year.

5   The result is due to a reduction in the sale of First 5 Forever kit resources to smaller libraries only with independent libraries now sourcing their own resources. As the sales comprised a material share (14%) of the total self-generated revenue, the 73% drop in sales has caused a significant impact on the overall total.

6   The result of this measure is based on the percentage of State Library staff members who are predisposed to say positive things about State Library, stay working at State Library and strive to help the organisation succeed, indicating positive engagement with State Library in 2017.

Left: *Lifestyle: a sunshine state of mind* exhibition in the slq Gallery. Photo by Joe Ruckli.

Enable access

Audience access to, and engagement with, State Library of Queensland's extensive physical and digital collections is integral to our success as a 21st century library.

State Library's revised Content Strategy, approved by the Library Board of Queensland, includes the Acquisition Policy and Content Guidelines. It will continue to drive new collection initiatives that increase sharing and access to our content including open data sets and online eresources, while advancing our priority digitisation projects.

Our ongoing partnership with local government continues to enable a thriving network of public libraries and Indigenous Knowledge Centres (IKCs) across regional Queensland. Programs such as Tech Savvy Seniors Queensland (TSSQ), First 5 Forever and Deadly Digital Communities have attracted large audiences and significant funding from government and industry partners.

This year's activities also included reviews of The Next Horizon: VISION 2017, the Public Library Grant Methodology, and professional development of staff within the network of public libraries and IKCs.

Open data

Working towards the Queensland Government's 'open data revolution', State Library's **Open Data Strategy 2013–2017** supports community interaction with government data by providing access to our data while creating opportunities to engage with data and build digital literacy skills.

Word lists from **Queensland's Aboriginal and Torres Strait Islander languages**, collated through State Library's Indigenous languages project, were made available as an open data set. The lists include body parts, animals, numbers, and how to say g'day in traditional languages. The data set, which can be viewed as lists of words via the website or downloaded for reuse, has been viewed 826 times since its release in mid-September 2017.

International Open Data Day was celebrated on 3 March and attracted strong interest on social media with 12,687 impressions. State Library staff worked with University of Queensland lecturers and students during the **GovHack** weekend to provide content assistance to students who wish to use existing open data sets during the event. Fifteen staff members also participated in the National and State Libraries Australasia (NSLA) initiative, **Data Unleashed**, a professional learning program for NSLA staff that focuses on data and its role in libraries.

State Library staff presented at the **Digital Humanities Pathways Forum Brisbane** in July 2017. The forum brought together humanities, arts and social science researchers and the cultural collecting sector (professionals speaking about the links between research, data, and national infrastructure). The presentation raised awareness of the potential for digital humanities researchers to use State Library open data sets for research.

Data sets added in 2017–18
(Added to the Commonwealth and Queensland Open Data portal)

- Licensed victuallers index
- Queensland railway indexes

Data sets updated in 2017–18

- Real estate maps — increased from 165 to 798 maps
- Queensland Public Library grants to local government — 2016–18 data added
- State Library catalogue searches — 2016–17 data added
- Queensland public libraries — 2018 data added

The digitised **Queensland Real Estate Maps** dataset was updated with latitude and longitude coordinates, place names or postcodes and linked to the Australian Government National Map service. There are now 798 maps available via the open data Commonwealth and Queensland open data portals.

Two State Library **family history indexes** were released as open data sets on the Commonwealth and Queensland open data portals — the appointments and removals of Queensland railway employees, June 1890 to June 1901, and the Licensed Victuallers Index 1900–1903.

Ancestry.com added 28,000 First World War soldier portraits (open data set) to their free database in November 2017.

Right: Story Lab workshops. Photo by Joe Ruckli.
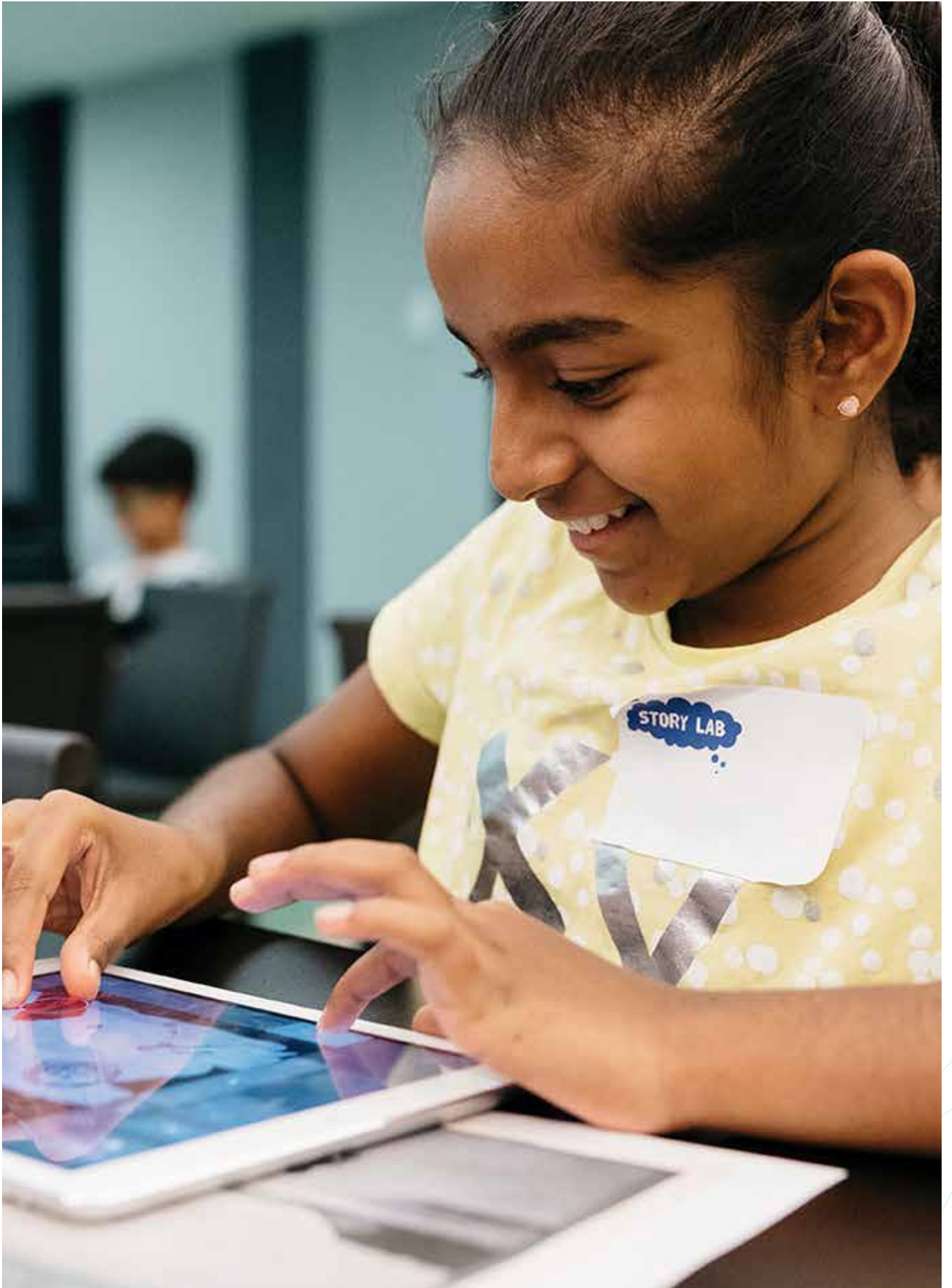
Eresources

A recent survey of new State Library members showed access to **eresources** was the prime motivation for more than 48 per cent of the applicants.

Online learning database Lynda.com was identified by 20 per cent of respondents and continues to be an excellent source of training resources for State Library members and regional Queenslanders through their public library. It offers more than 6,000 courses in business, technology and creative skills from beginner to expert level.

Due to high usage of eresources across Queensland's public library network, subscriptions have been renewed for **Ancestry.com**, **Lynda.com** and **Tumblebooks**. Funded from Public Library Grants, these eresources enable access to resources for family history, online learning and early years literacy development.

Plans are also underway to add independent film and documentary streaming service **Kanopy** to the eresources offer.

Following advocacy and negotiation by NSLA, access has been expanded to the **Standards Australia** database, which was previously restricted to onsite use at State Library. State Library members can access this important resource across Queensland. Standards Australia specifies standards across consumer products and services, construction, engineering, business and information technology.

State Library participated in the global **GLAM-WIKI** project with two initiatives that enrich Wikipedia articles and highlight library collections. The GLAM-WIKI project supports galleries, libraries, archives and museums (GLAM) and other institutions who want to work with Wikimedia to produce open-access, freely-reusable content for the public. During the **One Librarian One Reference campaign (#1Lib1Ref)** State Library coordinated eight editing sessions for staff over the three-week campaign (15 January to 3 February 2018). More than 40 staff contributed a total of 1,160 edits across 477 articles — approximately 9 per cent of the 12,787 edits made worldwide.

A new case study on the **First World War Wikipedian-in-Residence** project was also added to the GLAM-WIKI site. Staff contributed to a range of Wikipedia articles throughout the year during QWiki sessions. This included enriching existing Wikipedia pages with relevant State Library content.

Collection Access

State Library launched its page on the **Google Arts and Culture** platform in November 2017. The page includes 'Museum View' (street view) of State Library's Cultural Centre buildings and three curated exhibits with 170 images, focusing on the First World War, Australian South Sea Islanders and migration in Queensland.

State Library has been exploring new ways to improve access to digital collections. **Unstacked**, a real-time visualisation of resources that users are accessing from the collections, was launched in May 2018. This data is now displayed in the Knowledge Walk and foyer to promote the page to onsite visitors. It may also be accessed on the website.

LG Sherlock is the Local Government Association of Queensland (LGAQ) world-first data storage and analysis tool that aims to assist local governments across Queensland to convert their data into usable insights. State Library has provided the LGAQ with public library and State Library membership and visitation data. Public library data was one of four featured case studies at the LGAQ Annual Conference in October 2017.

State Library's 2017–18 digitisation plan guided the identification, progression or completion of the following **priority digitisation projects**:

- **Frank Corley Collection** — 50,000 of over 60,000 house photographs have been digitised and will inform future exhibition and public engagement initiatives.

- **Toowoomba newspapers** — a previously unavailable run of significant local publications including *The Toowoomba Chronicle* (September 1917 to September 1922) and *Toowoomba Chronicle* and *Darling Downs Gazette* (October 1922 to December 1933), has been identified for digitisation via the Trove contributor model.

- **The Queensland Digger** — 13 issues (1925–35) of the official journal of the Returned Sailors and Soldiers Imperial League of Australia (Queensland Branch) have been digitised to provide a greater understanding of Queensland's war experiences.

- **Glenn R. Cooke Souvenir Textiles Collection** — 120 tea towels (1970–2016) have been digitised and prepared for upload. This project has been funded through the Queensland Library Foundation.

- **Palm Island centenary** — Motion picture films from the 1950s featuring Palm Island have been digitised and will be made available through Palm Island Council's exhibition. This includes *Palm Island, the island of sunshine* (ca 1952) by Walt Deutscher.

- In a partnership with **Brisbane Bushwalkers** (BBW) under the auspices of the Community Heritage Digitisation Offer, State Library's current holdings of BBW magazine from February 1982 to May 2018 were digitised in time for their 80th anniversary celebrations in July 2018. The reformatting team at Cannon Hill scanned and processed the 7,435 magazine pages, while a team of three State Library volunteers from the BBW club have carried out the quality assurance phase to ensure no pages are overlooked or duplicated. This project will allow online access to hard copies of the magazines at State Library, and the ability to view and search the full text of digitised issues for historical, personal or research purposes. The 2018 digital issues of the magazine have been lodged via State Library's edeposit portal.

- **Scout Association of Australia, Queensland Branch** — digitisation is underway for *Totem* by Boy Scouts' Association, Queensland Branch 1937–61 (228 issues), *Baden-Powell: Boy Scouts Centenary-Jubilee 1857–1907–1957* by Leslie E. Slaughter: and *In the light of all the years: (a history of Scouting in Queensland)* by Ralph Fones. Other titles nominated by the Scout Association, including *Queensland Scouter* 1962–66, *Scouting in Queensland* 1966–79, *Scout* 1979–83 and *Australian Scout* 1983–2003, will be considered for digitisation in the next financial year.

All digitised content is accessible through the One Search catalogue.

A **new user interface** for One Search, the library catalogue, was implemented. The new interface, based on extensive user experience research, is clean and intuitive, and features a responsive design to provide an improved experience for clients using mobile devices and tablets, and seamlessly integrates external information (book covers, reviews, author information) about published works.

A new viewer for digital images has been developed as part of the implementation of **Rosetta**, digital management and preservation. This new viewer will improve the user experience and provide addition functionality. It was released in April 2018 with 40,000 images (first migrated content).

In 2017–18, the State Library's **website redevelopment** was identified as an organisational priority, and work commenced on the project with scheduled completion in 2018–19. More than 700 people took part in an online survey, available through State Library websites. The survey results have informed the project plan and information architecture.

State Library's ICT environment and **cybersecurity** profile has been strengthened through staff training and system upgrades. All staff have undertaken online training which focused on security when using electronic communications and social media. Planning has commenced around the replacement of the ageing CitrixWeb environment, which staff use for remote access, with Remote Desktop Web Access. The change supports our Digital Strategy which encourages the use of empowering technologies.

Public libraries and Indigenous Knowledge Centres

The Next Horizon: VISION 2017 is a positioning statement for Queensland public libraries, local government, State Library and other public library stakeholders. The public library vision communicates a shared and aspirational future for Queensland public libraries. The vision guides State Library's service offer to public libraries and IKCs including the grants, state-wide projects and professional development activities.

In September 2017, consultants from the University of Southern Queensland were appointed to undertake a review and develop a new vision for public libraries. This involved a consultation process with public libraries across Queensland through workshops, interviews and an online survey to develop a status report of the sector and ensure that it reflects the important attributes of 21st century public libraries. A consultation report was delivered in December 2017, which included input from a comprehensive and engaging process with public library staff and managers. While the consultation report presented a useful operational framework and statement of existing services, it was not considered a visionary document.

A working group of experts led by consultants from Meld Studio, with representation from State Library, local government libraries, Queensland Public Libraries Association and the LGAQ, developed a draft vision document using the consultation report as a basis. The report was the catalyst for a facilitated visioning process based on design thinking. The result was a long-term roadmap linking libraries to aspirations of local government, which aims to be responsive to our rapidly changing community. The resulting new vision will be released in July 2018.

The **Public Library Grant Methodology Review** was undertaken in 2017–18 to ensure Queensland Government strategic priorities are addressed and funding to local government to support public library services is distributed equitably. Consultation occurred via a discussion paper, and the 46 responses were collated and analysed to inform the revised methodology. The 2018–21 Public Library Grant Methodology was approved by Minister Enoch in February.

State Library has developed a strong working relationship with the **LGAQ** which has resulted in opportunities to engage with elected members on a range of issues related to libraries and IKCs.

Below: A night by the fire. Photo by Joe Ruckli.

Library staff presented at the **Indigenous Leaders Forum** in Cairns where they outlined the programs that State Library delivers in collaboration with Indigenous Councils and also sought their support for the Deadly Digital program that will be delivered in Queensland communities.

The **Woorabinda Indigenous Knowledge Centre** re-opened on 6 July in a new location and State Library continues to work with council to fit out the centre. Woorabinda Aboriginal Shire Council employs the only two male staff in the IKC network.

An expression of interest was circulated to public libraries and IKCs to host professional development (PD) opportunities during the 2018 calendar year. One IKC (Wujal Wujal Aboriginal Shire Council) and 26 public libraries registered their interest to host PD. In 2018, a coordinated PD program and standardised program delivery was developed based on consultation with public libraries and IKCs and drawing from State Library's expertise and priorities.

From July 2017 to June 2018, 14 regional PD workshops were provided on multiple topics from early literacy to managing library collections.

These sessions were hosted by nine regional councils (Toowoomba, Central Highlands, Gympie, Lockyer Valley, Bundaberg, Tablelands, Maranoa, Western Downs and Sunshine Coast) and two shire councils (Burdekin and Murweh). Six onsite PD opportunities were provided for the greater Brisbane region, including: F5F Literacy and Little Ones facilitator workshop; F5F Libraries, Literacy and Little Ones facilitator workshop; Rural Libraries and Small

There are 24 Indigenous Knowledge Centres (IKCs) across Queensland in 2017–18. They are owned and operated by Indigenous Shire Councils, with State Library assisting with the cost of staffing, library material and PD. State Library also collaborates closely with Indigenous Councils to provide guidance and assistance on programs, activities and events that could be delivered through IKCs. The IKCs are located across Queensland from the Torres Strait and Cape York regions in the north to Cherbourg in the south. The first council operated IKC was established in 2002, with State Library helping councils to open, refurbish and relocate IKCs since that time.

Libraries learning program; and How to use the State Library Wiki in Your Library.

Travel bursaries were offered to councils to allow individuals from regional Queensland public libraries and IKCs to participate in PD events offered by, or in partnership with, State Library in locations across Queensland.

State Library also works in collaboration with public libraries to support and deliver public programming, including TSSQ, First 5 Forever and Deadly Digital.

Engage community

State Library of Queensland works with diverse communities across the state to grow the documentary history of our Queensland heritage and engage audiences with programs that encourage curiosity, debate, discussion and learning.

Public programs were delivered by the John Oxley Library (JOL), Australian Library of Art (ALA), kuril dhagun, The Edge, The Corner and the Asia Pacific Design Library (APDL). Highlights included major exhibitions: *Freedom Then, Freedom Now*; *Magnificent Makers: Queensland inventors and their curious creations*; *Digital Futures Labs* and *Lifestyle: a sunshine state of mind*. *Summer Festival: Tech + Stories + Play* was also successfully delivered as a school holiday program.

Q ANZAC 100: Memories for a New Generation initiative, continued to deliver community and collection outcomes. The ongoing program of digitisation, exhibitions and displays, fellowships and research grants has achieved significant results throughout the project's penultimate year.

The program of awards and fellowships celebrated individual and organisational achievements, while also providing opportunities for Queensland writers, business leaders, historians and researchers to engage with State Library collections.

State Library's JOL collections have surpassed the growth target of 32,111, with 36,852 additional items added to the collection. This included 23,611 published items, 1,698 original materials collections, 5,773 born digital published and unpublished items and 5,770 turned digital collections.

Right: Faiza El-Higzi on stage for Queenslanders in Conversation with Craig Zonca. Photo by Joe Ruckli.

A selection of new acquisitions

- 1891 diary of a 12 year-old-boy visiting **Barambah** Station

- Records and music from Brisbane Multicultural Arts Centre **(BEMAC)**

- A collection of correspondence from **Arthur Hodgson**, Darling Downs pastoralist (Gordon Darling Foundation grant). Includes 32 original letters from family members in England (1841–55).

- 1,234 photographs taken by **Alf Wilson of Palm Island** includes sporting and cultural events over the past 10 years

- **James Birrell Papers**: architectural plans, photographs, correspondence, personal and professional papers, and certificates relating to the career of this eminent Queensland architect.

- **Ian Gall Cartoons**: 87 original cartoons by Queensland cartoonist Ian Stuart Gall (produced for *The Courier-Mail* newspaper 1940s–75)

A selection of new oral histories

- **Dr Stanton Mellick** OAM ED (Second World War veteran, Queensland Library Foundation supporter and husband of well-known musician Letty Katts)

- **Greg Cope** (on history of railway in Queensland)

- **Dr Philip Bacon** AM (as part of The James C. Sourris AM Collection)

- **Sir Llew Edwards** AC (on his role as Chairman and CEO of World Expo 88)

- **Betty Hounslow**, **Dan O'Neill** and **Drew Hutton** (on Brisbane's radical past)

- **Sallyanne Atkinson** AO, Brisbane Lord Mayor (1985–91)

- **Richard Lancaster** (a journalist who conducted a well-publicised interview with Sir Joh Bjelke-Petersen)

- **Warwick Vere** (owner of Rocking Horse Records)

- **Cairns Community Response** to the 10th anniversary of the National Apology. This digital story features the reflections of 12 members of the community in Cairns.

The long-term preservation of material is also a key priority for State Library. Working with an array of formats, including audio and visual material, digital data, memorabilia and ephemera makes this a significant undertaking. State Library uses a mix of state-of-the-art technology along with contemporary and traditional skills (such as bookbinding) to ensure our memory and stories remain visible and accessible for generations to come.

In May 2018, we began a six-month pilot of providing enquiry services from the JOL Reading Room every Monday. The Queensland State Archives (QSA) deliver requested archival records to JOL in response to client queries. This helps to make their collections more accessible. This is an opportunity for State Library to connect with QSA clients and link them to appropriate collections. Professional development opportunities for QSA and State Library staff have also been identified.

Public programs

Throughout 2017, State Library invited the community to explore aspects of our digital world, investigate the future and examine what it means to be a digital citizen. The *Digital Futures Lab* situated in the slq Gallery was the flagship exhibition that explored this theme.

State Library delivered *Summer Festival: Tech + Stories + Play* school holiday program between 18 December 2017 and 21 January 2018. The program aligned with the 2017 Signature Program: Digital Futures. Young People and Families team coordinated the program, which included 45 family technology workshops, 17 Story Lab workshops, 6 Magnificent Maker workshops and 5 free drop-in creative play spaces for children and families to explore and create stories through technology and play. An estimated 8,800 children, young people and adults participated in this program. Data collected indicates attendance of 30,500 across all parts of the program, including The Corner.

State Library continued to lead the national **Summer Reading Club (SRC)** in partnership with the Australian Library and Information Association (ALIA), the Australian Public Library Alliance (APLA), and state and public libraries across the country. The SRC program encourages libraries to inspire a love of recreational reading and places libraries as active connectors in building literacy, language and learning in their communities. Seventy-five per cent of Australian libraries helped deliver the SRC's 2017–18 **Game On** program, which celebrated sports, games, technology and team spirit in the lead up to the Gold Coast 2018 Commonwealth Games. Data returned from 62 per cent of participating libraries showed 69,963 children and young people participated in library-based summer reading programs, 43,543 children and young people formally registered for the club, and 361,607 books were read by club participants. The 2017–18 program also received 4.7 million media mentions promoting the importance of recreational reading, public libraries, and State Library.

The **Digital Futures Lab** opened on 11 January 2017 and closed on 21 January 2018, making it the longest running exhibition recorded at State Library. The interactive experience and exhibition was refreshed in November 2017 to focus on family-friendly experiences for the *Summer Festival: Tech + Stories + Play*. The Story Lab Arcade in the slq Gallery was a hub for children aged 9–16 who engaged with virtual reality environments and other creative outcomes of Story Lab workshops. Final attendance was 47,804.

The **Philip Bacon Heritage Gallery** hosted two exhibitions throughout the year: *Freedom Then, Freedom Now* and *Magnificent Makers: Queensland inventors and their curious creations*. These exhibitions were funded by the final Philip Bacon donation through the Queensland Library Foundation.

Curated by Emeritus Professor Peter Spearitt, the *Freedom Then, Freedom Now* exhibition was held from 5 May – 19 November 2017. The popular exhibition explored the freedoms enjoyed and restricted in Queensland, and examined what happened when individual rights intersected with the collective good. The exhibition registered 11,167 visits.

The *Magnificent Makers: Queensland inventors and their curious creations* exhibition opened on 9 December 2017 and closed on 3 June 2018. The exhibition drew on State Library's rich collections to explore the lives of eight relatively unknown Queensland innovators through photographs, drawings, blueprints and objects. This popular exhibition recorded 16,349 visits.

In March 2018, the slq Gallery was transformed for the *Lifestyle: a sunshine state of mind* exhibition. While showcasing a range of State Library's rare and restricted collection items, the exhibition explores how Queenslanders live and play across the state and the myriad ideas and identities that are quintessentially Queensland.

The signature conversations series, **Queenslanders in Conversation**, drew an average attendance of 200 people for each of the five events throughout the year. Topics included smart cities, political fragmentations, digital humans, rising power costs, being a Queenslander, and the impact of large-scale events.

Three displays were presented in the Asia Pacific Design Library (APDL): *Designing Multimodal Spatial Experiences* student display, *The Salon Electric*, and *Bright Bold Boundless: Designing the Queen's Baton*. Programming for the displays included the Queensland premiere screening of the documentary *NEON* in August 2017; student viewing and feedback session in December 2018; and designers talk and kuril dhagun Talking Circle event with baton designers Designworks in March and April 2018.

Events

2018 launch for the **Queensland Business Leaders Hall of Fame** (with partner QUT Business School)

Queenslanders in Conversation event including Lifestyle exhibition previews (with ABC Radio)

International Women's Day programs (with Feathersome)

State Library Discovery Day for MuseumNext conference delegates

National Day of Action against Bullying and Violence featured interactive displays in the Knowledge Walk and student workshops held in The Edge (Department of Education)

World Science Festival Brisbane events were held from 21 to 25 March, and included partnership events – a night by the fire with Rhonda Purcell and *Quantum Physics for Babies* with author Chris Ferrie (with Queensland Museum)

State Library is the home of the **Brisbane Writers Festival (BWF)** and the smooth delivery and strong branding in 2017 were positive outcomes. BWF featured the successful launch of *Terra Nullius* by **black&write! Fellowship** winner Claire G. Coleman. The novel has garnered commercial and critical success, including a rare fourth print run for a debut author. Claire's success was further underscored by significant book sales that made *Terra Nullius* one of the top 10 bestsellers during the festival.

black&write! fosters Aboriginal and Torres Strait Islander writing and publishing with the aim of increasing the number of books by Aboriginal and Torres Strait Islander people in the Australian canon. The 2018 black&write! Fellowships were awarded to Lystra Bisschop and Nardi Simpson, who will work with the black&write! editorial team to develop their winning manuscripts in preparation for publication with publishing partner Hachette Australia.

2011 black&write! Fellow Sue McPherson's award-winning novel ***Grace Beside Me*** was made into a 13-part Australian children's television series that screened on the NITV network from 16 February 2018 and soon after on ABC Me. The series was also nominated for a 2018 Logie Award.

black&write! is assisted by the Australian Government through the Australia Council, its arts funding and advisory body, through the Department of Communication and the Catalyst—Australian Arts and Culture Fund. Queensland Library Foundation is seeking external support to continue this crucial editor training program for Aboriginal and Torres Strait Islander people.

The inaugural **Young Writers Conference** was held in November 2017. The sold-out event celebrated 20 years of encouraging young Queensland writers through the presentation of the 2017 Young Writers Awards, supported by Queensland Writers Centre. The Young Writers Award short story competition received more than 320 entries from young people across Queensland. Young Writers Camps were also held in April 2018 at State Library South Bank and at Kuranda Library, in partnership with Mareeba Shire Council, and Arana Hills Library, in partnership with Moreton Bay Region Libraries.

Three past State Library Fellows appeared in the **Stella Award shortlist** in 2018: Clare G. Coleman (2016 black&write! Fellow), Mirandi Riwoe (2017 Queensland Writers Fellowship recipient) and Krissy Kneen (2015 Queensland Writers Fellowship recipient).

The annual **Zine & Indie Comic Symposium** was delivered at The Edge on 19 and 20 August 2017. Approximately 1,800 people attended the symposium, which offered more than 70 stalls and workshops.

State Library partnered with a range of individuals and organisations to deliver a suite of public programs. The three-year partnership with UQ School of Architecture saw the delivery of eight free lectures in March, April and May 2018. The **UQ Architecture lecture series** features local, national and international architects, with a total of 1,500 people attending the entire series, with 4,000 views on online platforms.

The **Asia Pacific Architecture Forum** is a two-year partnership with Architecture Media and saw the delivery of 22 design events with 10 presenting partners throughout South East Queensland during March 2018. Eight design events were delivered including a symposium, lectures, book launch, film screening and children's workshops. A total of 1,300 onsite visits were registered for the two-week event.

In October 2017, APDL coordinated State Library's participation in **Brisbane Open House** and hosted *The Apartment House* Queensland book launch as part of the program.

State Library has been proudly guiding the black&write! Fellowship program since 2011. It is the first of its kind in Australia and champions Aboriginal and Torres Strait Islander writers by developing new talent through financial, editorial and publishing support. Lystra Bisschop (*The Upwelling*) and Nardi Simpson (*Song of the Crocodile*) are the 2018 black&write! Fellowship winners. Each of the $10,000 fellowships provides editorial support with State Library and publishing opportunities with Hachette Australia.

Fellowships and awards

The **Queensland Literary Awards** ceremony was held at State Library on 4 October 2017, with $235,000 in prize money awarded and 22 authors recognised for their outstanding literary talent.

Queensland Premier's Award for a work of State Significance:
The Daintree Blockade: The Battle for Australia's Tropical Rainforests, by Bill Wilkie (Four Mile Books)

Queensland Premier's Young Publishers and Writers Awards:
Lech Blaine and Mindy Gill

The University of Queensland Fiction Book Award:
The Birdman's Wife by Melissa Ashley (Affirm Press)

The University of Queensland Non-Fiction Book Award:
Saltwater by Cathy McLennan (UQP)

Griffith University Children's Book Award:
The Grand, Genius Summer of Henry Hoobler by Lisa Shanahan (Allen & Unwin)

Griffith University Young Adult Book Award:
Words in Deep Blue by Cath Crowley (Pan Macmillan)

University of Southern Queensland History Book Award:
Into the Heart of Tasmania by Rebe Taylor (MUP)

University of Southern Queensland Australian Short Story Collection — Steele Rudd Award:
The Circle and the Equator by Kyra Giorgi (UWA Publishing)

State Library of Queensland Poetry Collection — Judith Wright Calanthe Award:
Fragments by Antigone Kefala (Giramondo)

QUT Digital Literature Award:
Nine Billion Branches by Jason Nelson

Unpublished Indigenous Writer — David Unaipon Award:
Mirrored Pieces by Lisa Fuller

Emerging Queensland Writer — Manuscript Award:
The Killing of Louisa by Janet Lee

Queensland Writers Fellowships:
Zenobia Frost for *Museum of Dwellings*
Linda Neil for *People are Kind*
Mirandi Riwoe for *A Gold Mountain Woman*

The Courier-Mail* People's Choice Queensland Book of the Year Award:
Saltwater by Cathy McLennan (UQP)

In October, the Queensland Government announced it would continue matched funding for sponsorship raised by the Queensland Library Foundation for the next two years (with an option of a two-year extension).

edeposit project

As a member of National and State Libraries Australasia (NSLA), State Library has been working on the National Digital Deposit Network (NDDN) project. The initiative was renamed **National edeposit (NED)**. This project aims to deliver a platform allowing publishers to make a single digital deposit to meet their legislative requirements. Software development began in November 2017 and is expected to be completed by November 2018. NED is responding to the major challenge of capturing and preserving the digital documentary history of Australia for the future. Legal deposit legislation mandates national, state and territory libraries to collect the entire publications of individual jurisdictions. NED will enable the deposit, archiving, management, discovery and delivery of published electronic material across Australia. It will provide publishers and users with a number of benefits and efficiencies. Currently in its final development phase, NED will launch in early 2019 at ned.gov.au.

Audiences

State Library has been supporting the **Multicultural Development Association's (MDA)** 20th year celebrations, offering activities such as a white gloves experience with MDA's Community Leaders Forum and assessing MDA's organisational records for possible donation to the collection. A partnership with MDA, piloting the Brisbane Student Hub for international students to have a drop-in space at The Edge, has been completed.

The Multicultural Engagement Framework and Action Plan 2018–11 outlines how State Library works with, and serves, the Queensland multicultural community.

State Library is in the process of reviewing its current **Disability Action Plan** and developing the 2018–19 Disability Services Plan in line with other government departments. The review included consultation with an external stakeholder group of representatives from organisations from the disability sector. It also references the State Disability Plan for 2017–20, which supports the Queensland Government's visions where every person, including the one in five Queenslanders who have disability, can thrive and reach their full potential as equal citizens.

Auslan interpreters were engaged for:

- November **Queenslanders in Conversation.** The event was live captioned and promoted via Deaf Services Queensland.

- Two **Lunch Box Forums** in the Business Studio

- **Rhyme Time** session, part of *Summer Festival*

- **A Year as a State Library Fellow** information event

State Library hosted a person with disability as part of ACCESSability Day in May 2018, connecting employers and people with disability to explore new possibilities in the workplace.

Adaptive assistive technology equipment was upgraded for public use in consultation with community groups and organisations from the disability sector. Equipment includes text magnifiers, text to speech applications and resources for children with autism to be used in The Corner.

Following on from the success of **Studio G** in 2017, State Library has again partnered with Autism Queensland for the delivery of the project in 2018. Studio G is an arts and technology-based transition program for young adults with autism, delivered at The Edge over two sessions each week for the calendar year.

The **School of Hard Knocks** Word on the Street program consists of a structured weekly writing workshop program, led by local poet, writer and cultural producer David Stavanger. The School of Hard Knocks 2017 Christmas concert in The Edge Auditorium in December 2017 included a performance from the *Word on the Street* creative writing group that made the Loris Williams Room in kuril dhagun home for weekly writing sessions in 2017. The partnership was renewed to continue in 2018. On 22 June 2018, the School of Hard Knocks delivered a flash mob performance in the Knowledge Walk to the general public and staff.

kuril dhagun has, in partnership with the Department of Aboriginal and Torres Strait Islander Partnerships, delivered monthly **family history workshops** targeted at Aboriginal and Torres Strait Islander communities. The workshops have covered topics such as digitising family photos, State Library collection highlights and using Trove for family history research.

The first five *Lifestyle* **Ambassadors** (Evie Ryder, Maha Sinnathamby, Nicole Gibson, Tim Sharp and Margi Brown Ash) had their digital stories and physical memento boxes included in the opening rotation of the *Lifestyle* exhibition. The ambassadors are drawn from all walks of life and include individuals from culturally and linguistically diverse (CALD), LGBTIQ+, regional and disability communities.

State Library is committed to collaborating and co-creating with community and partners. For instance, The Edge partnered with Brisbane Festival to fabricate the Theatre Republic site design in 2017.

Since 2015, The Edge has delivered a series of workshops at the **Woodford Folk Festival**, an iconic cultural event with more than 100,000 day-visitors each year. In 2017, The Edge was given a dedicated space for the entire festival. Over six days, 15 staff facilitated 18 workshops and 11 drop-in sessions, with 294 ticketed attendees, and over 300 additional casual engagements (including fixing umbrellas, gluing the soles back onto shoes and 3D printing dozens of rocket ships for tweens). By taking The Edge to Woodford, State Library has been able to access a socially engaged audience drawn from across Queensland and beyond. Feedback from attendees indicated an enthusiasm for similar programs in their own communities and regional libraries.

The APDL has fostered relationships with Queensland-Cooper Hewitt Smithsonian Fellowship recipients since 2012, enabling these Queensland teachers to refine and share their experiences. Free online teacher toolkits are developed and educational articles are published in Design Minds.

In May 2018, Design Minds, which creates a new culture of learning in Queensland using design thinking, was recognised by Good Design Australia for Digital Design, Web Design and Development.

The **Asia Pacific Architecture Forums** present architecture from across the Asia Pacific through exhibitions, symposia, tours and workshops and explore Australia's role in shaping its future. This year, APDL, in partnership with Architecture Media, presented 22 events with 10 presenting partners over 11 venues and featuring 24 speakers from the region over two weeks. Eight of these events were delivered on site at State Library.

The **Indigenous Languages** Coordinator delivered a panel presentation at the National Indigenous Languages Convention on the Gold Coast in February 2018, focusing on activities that support digital literacy and language revival in Queensland Aboriginal and Torres Strait Islander communities. kuril dhagun hosted the first Indigenous Staff Precinct meeting on 28 February 2018 to seek collaboration opportunities.

JOL provided support to the After the Storm project by Mackay Regional Council, commemorating the 1918 cyclone that devastated the city.

The Siganto Foundation supported the **Australian Library of Art (ALA)** to host workshops, fellowships, lectures and seminars to advance the awareness of the collection and enable creativity to thrive through the form of artists' books. There have also been two separate displays of books in the ALA showcase at State Library during the financial year.

Collecting contemporary stories of Aboriginal and Torres Strait Islander people is part of the work of kuril dhagun. ***Jabu Birriny (land + sea)*** was a kuril dhagun showcase of the work and stories of contemporary artists from Yarrabah. This showcase was co-curated with Yarrabah Arts and Cultural Precinct, a branch of the Yarrabah Aboriginal Shire Council. It captures interviews with six Yarrabah artists, which are now part of the State Library collection and are accessible via the website.

Our Sporting Greats: Murri and Ailan Athletes in the Spotlight was a kuril dhagun showcase that collected and shared the stories of some of our unsung heroes of sport. This featured stories of the Cherbourg Marching Girls, Brisbane All Blacks Rugby League team, Paralympic torchbearer (2000) and track and field champion, and representatives from basketball and bodybuilding. As part of the curation of this showcase, digital stories were collected and made available on the website.

In 2017–18, there was a focus on improving links with schools and other educational institutions to improve knowledge of, and access to, collections. With the development of a Schools Engagement team, outreach opportunities have increased dramatically, with the team attending teaching conferences and teacher librarian networks to promote State Library's collections and services. Other enhancements have included learning notes for exhibitions and displays better coordinated with the curriculum, and linked to digitised collections. Teacher PD opportunities included the role of Aboriginal and Torres Strait Islander soldiers in the First World War, and engaging English teachers to look at prescribed texts on the English syllabus in a book club format.

Right: *Our Sporting Greats: Murri and Ailan Athletes in the Spotlight* in kuril dhagun.

Between January and June 2018, 1,420 people were introduced to State Library services and collections in 82 tours to schools and other organisations. Most of these participants were secondary school students. Some tours focused on specific themes or topics, such as the *Q ANZAC 100* white gloves tour looking at Queensland's First World War memories and a white gloves tour of the rare maps housed in the JOL.

The team has also been working on a potential linkage with the Queensland Curriculum and Assessment Authority (QCAA) to leverage the tagging system in the One Search catalogue for curriculum-related resources.

The **Design Minds** design thinking methodology was included in the QCAA's new design syllabus to be implemented in 2019. APDL has also collaborated with the delivery of The University of Queensland School of Architecture and QUT School of Design course work for Designing Multimodal Spatial Experiences and Queensland Department of Education and Training PD workshops.

Q ANZAC 100: Memories for a New Generation, marks Queensland's First World War commemorations, continues to be delivered on time and within budget with stage six of the project now successfully completed. The ongoing program of digitisation, exhibitions and displays, fellowships and research grants has achieved significant results throughout the project's penultimate year.

A key commitment towards *Q ANZAC 100*, the **First World War digitisation project** has resulted in 8,748 digital scans (comprising photographs, letters and publications) being made available online in 2017–18. The *Q ANZAC 100* team also delivered regional white gloves and conservation clinics, and social media and digitisation workshops in Townsville, Mackay and Stanthorpe.

In addition to the 32,279 First World War **soldier portraits** from *The Queenslander Pictorial Supplement*, 233 portrait images from the *Australasian Commercial Traveller* and 2,263 portrait images from Queenslanders who fought in the First World War are now digitised and available online.

As part of **Fun Palace**, State Library's digitised First World War collections were remixed in *Picture it, Post it*. Participants playfully manipulated positive imagery from postcards sent home by Queensland Anzacs, using the emerging technology of the HP Sprout to create a new postcard they then sent via an app and received in their home mailbox. A Queensland Government Engaging Science Grant awarded in May 2017 enabled State Library to engage science broadcaster Dr Karl Kruszelnicki for the event.

Ten **Caring for Collections** conservation videos, funded by *Q ANZAC 100*, were created by State Library with support from the Queensland Museum. They allow the expertise and advice of State Library's Preservation Services team and Queensland Museum to be accessed online. Since its release in April 2018, the introductory video has been viewed 7,800 times. Organisations Australia-wide and internationally have shared this video including the Annerley-Stephens History Group Inc, Oral History Queensland Inc, Emerging Conservation Professionals Network, Brisbane's Living Heritage Network, History Queensland Inc and Queensland Museum.

Nudgee College student band, this year's Anzac Centenary Grant recipient, performed at the **ANZAC Rocks** event at State Library on 23 October 2017.

In November the **My Father's Wars** podcast was launched. State Library's 2015–16 *Q ANZAC 100* Fellow, playwright and dramatist, Elaine Acworth developed these dramatic works based on her personal journey of discovery and reconciling the image of Bill Acworth — her father and a soldier of the two world wars.

The **2018 Young Historians Workshop** took place in January 2018. Eight students and two teacher chaperones selected for the 2018 Premier's Anzac Prize attended a two-day workshop at State Library, where they were mentored by staff on how to conduct their First World War research and use State Library's online resources. The delegation participated in historic centenary commemorations in France this year.

State Library has also been working towards connecting collections throughout Queensland by working with galleries, libraries, archives and museums known as the GLAM sector. It supported the GLAM PEAK workshops in Toowoomba and Cairns in early 2018, presenting to small and medium sized collecting organisations on the opportunities provided by engaging with Wikipedia. By connecting collections, State Library hopes to improve the accessibility of Queensland's stories.

Digital Strategy

Digital preservation is a long-term priority and responsibility for State Library and the newly developed Digital Strategy is helping to put digital delivery and preservation at the forefront of the organisation's thinking. It was developed through consultation with staff and public consultation through the Queensland Government's Get involved website. The strategy outlines the evolution from a first-generation digital library to a library that is digital by design.

The three aims are to increase online access to State Library collections, embed rich digital experiences in everything we do, and strengthen digital literacy in communities. The strategy website is updated regularly with stories of the strategy in action outcomes.

Build capability

Digital inclusion

State Library's commitment to enabling digitally inclusive, literate communities that are skilled for the 21st century is evidenced in two programs delivered in partnership with Telstra; Deadly Digital Communities and Tech Savvy Seniors Queensland (TSSQ).

Deadly Digital Communities is an initiative of State Library and Telstra in partnership with local councils and forms the basis of the Digital Inclusion program for Aboriginal and Torres Strait Islander people. The program aims to arrest the decline in Queensland's *Australian Digital Inclusion Index* results for Aboriginal and Torres Strait Islander communities and promote social and economic wellbeing in Queensland's remote Indigenous communities.

Deadly Digital commenced in August 2017 for a staged rollout over two years. The program provides Aboriginal and Torres Strait Islander people with professional development to become technology leaders through continued regular digital training in their Indigenous Knowledge Centres (IKCs) and public libraries. At 30 June 2018, nine of the 26 locations had commenced the program. A total of 367 participants have attended 215 training sessions. Almost 60 per cent of these sessions were delivered by local technology leaders.

Right and below: Coding and robotics workshops at Fun Palace. Photos by Joe Ruckli.

The **TSSQ program** is an ongoing partnership between State Library and Telstra to encourage seniors to embrace information technology by delivering free basic digital literacy training to seniors through selected library services and IKCs across Queensland. In 2017–18, 9,842 seniors participated in 2,173 free training sessions. The 19 training modules covered a range of essential digital literacy topics from introducing people to the internet and email, to teaching about online shopping and banking, cyber safety and social media. Seniors who participate are supported to get connected and participate in the online world, with the objective of increasing digital inclusion, helping reduce social isolation, and increasing access to government information and services.

Telstra has committed their support of $200,000 over two years for Deadly Digital. Telstra and the Department of Communities, Disability Services and Seniors have also agreed to support a third year of the TSSQ program. Telstra has committed $100,000 and the department will provide $85,000.

State Library continues to work with public libraries and IKCs offering a number of grant funded programs to enable libraries to deliver **coding and robotics and STEAM** (Science, Technology, Engineering, Art and Mathematics) focused programs.

State Library and FIRST® Australia partnered again to provide a second round of the popular FIRST LEGO League Robotics Grant 2017 which was opened to Queensland public libraries and IKCs to deliver robotics workshops for young people aged 9–16 using LEGO® Mindstorms Kits. Seven public library services participated in the program this year, engaging with local schools to encourage young people to participate in the program at their local library.

State Library and Regional Development Australia Darling Downs–South West Region (RDA-DDSW) partnered for a second year to provide a grant round to fund the continuation of coding and robotics programs delivered through public libraries in the RDA-DDSW region. Skilling Our Future professional development programs were held in three locations with a total of 53 library staff from 12 councils attending. Library staff had hands-on experiences with drones and 360-degree cameras to facilitate storytelling, with the goal of generating excitement around potential technology which could be acquired through Skilling Our Future grant funding. Six public library services in the RDA-DDSW region were successful in receiving grant funding.

The TSSQ 2017–18 program saw many libraries include coding and robotics in their local training sessions because of the interest from seniors. Ipswich City Council Libraries TSSQ program, Become a STEAM powered senior, enabled seniors across Ipswich to build new technology skills. One of their most popular sessions was Virtually Steamed, where seniors got to look at the world through the lens of Virtual Reality headsets, immersing themselves in virtual locations, digital painting and gaming fun.

Public libraries and IKCs can loan digital technology resource kits from State Library's collection housed at Cannon Hill. They include Maker kits, Gadget kits, Sphero kits, Ozobot kits and iHealth kits. Support materials and programming ideas for each kit are available on the Public Libraries Connect website. State Library provides ongoing support and mentorship around the technology kits available for loan to regional and remote libraries.

This year, State Library staff developed NAO Cadet, which will revolutionise access to programming of the NAO robot to novice and inexperienced users. NAO Cadet will also play a large role in supporting the MessageBot Program, currently in the final stages of development. MessageBot will use the NAO robot in conjunction with the intuitive Scratch-based interface of NAO Cadet. This introduces the element of technology to traditional Aboriginal and Torres Strait Islander storytelling, a 21st century twist to the Message Stick concept. The MessageBot program is funded through the Advance Queensland STEM.I.AM program.

Family literacy

First 5 Forever, the early literacy program funded by the State Government, coordinated by State Library and delivered in partnership with local government through public libraries, has been highly successful over the last four years, with some notable successes in 2017–18.

A 2017 evaluation report found the initiative delivered on all key outputs, and showed a growing state-wide momentum and support throughout the library network, across local communities, and among families of children aged 0–5. Data revealed a steep increase in attendances at First 5 Forever activities and significant increases in community reach through the growth of outreach participation and engagement with local partners.

First 5 Forever highlights for 2017

- 62 participating councils, covering more than 99 per cent of Queensland's population

- 791,093 First 5 Forever session attendances in public libraries (74 per cent higher than 2016 attendances)

- 30,389 sessions held in libraries across Queensland, a 40 per cent increase on 2016

- First 5 Forever was represented at 3,455 outreach events.

- 116,106 estimated attendances at outreach events in 2017 (an increase of 32 per cent on 2016)

- 978 partner organisations and agencies engaged with First 5 Forever in 2017, up 73 per cent (79 per cent of these partnerships are directly attributed to First 5 Forever)

The QUT Digital Media Research Centre was also commissioned to review and evaluate the broader societal impacts of First 5 Forever through an existing Libraries are Creative Spaces framework.

Findings from this report released in November 2017, reveal the initiative achieving strong impacts across all target measures. While primarily built around promoting and improving early literacy, First 5 Forever was found to be a community facilitator and connector, supporting families and children through a culture of participation and lifelong learning.

At the 2017 Local Government Association of Queensland conference in Gladstone, a motion was passed to lobby the Queensland Government to extend funding for a further four years.

Left: Having fun with early literacy at State Library. Photo by Joe Ruckli.

A First 5 Forever video, *Everybody Stop,* featuring a song by Logan rap performers Mad Mike and Junior, was viewed almost 73,000 times in its first month of release. In May 2018, First 5 Forever promotional clip *Little Moments, Big Impact* won the advertising category in the A corto di libri film contest, sponsored by the Italian Library Association and the International Federation of Library Associations and Institutions.

Following these successes, the State Government announced in June 2018 that funding would continue for the First 5 Forever program, with an annual ongoing commitment of $5 million delivered in the 2018–19 State Budget.

First 5 Forever is not the only way early literacy is supported. In November, State Library hosted the national Speech Pathology Australia Book of the Year Awards, promoting quality Australian children's literature and enhancing an awareness of language and literacy development.

The Corner, State Library's creative play space for children under 8, their parents and carers, is themed to complement the current exhibitions in the slq Gallery. During the *Digital Futures Lab* exhibition, the theme explored the use of technology in play through the addition of digital technologies that offer opportunities for open-ended creativity, real-world play and social interaction outcomes for children and families. In early 2018 the theme changed to reflect the *Lifestyle: a sunshine state of mind* exhibition. Artworks from the Children's Picture Diaries in the John Oxley Library were used in the development of the design and were showcased within the installation. A strategy to increase the regional reach of The Corner was developed in 2017–18 and will be implemented next financial year.

The State Government funded First 5 Forever initiative is an early literacy program coordinated by the State Library and delivered by local government through the state's network of more than 320 public libraries and Indigenous Knowledge Centres (IKCs). First 5 Forever works with the Indigenous Literacy Foundation and other Aboriginal and Torres Strait Islander stakeholders to share and learn and ensure programs complement each other. First 5 Forever is particularly active in Yarrabah where more than 11 per cent of the population is under 4 years old (this compares to the state average of just over 6 per cent).

Innovation

The Siganto Digital Learning Workshops, which focus on developing digital literacy, ICT self-sufficiency and online safety skills in recently arrived and refugee communities, commenced at The Edge in April 2018. The Edge developed the workshops program, with all instructional materials made available under a Creative Commons Licence. This was the first of a five-year program, funded by the Siganto Foundation through the Queensland Library Foundation. Ten workshops were delivered in this financial year's program.

Skills

The Business Studio has shown steady membership growth since its doors opened in September 2015. As at 30 June 2018, there are 887 registered Business Studio members. The fortnightly lunch box forums continue to attract new members with niche interests. A display highlighting relevant collection items has been added as a lunch box forum feature. The forums provide a platform for sharing start-up knowledge, tips and tricks for business studio members, and attract a strong audience. Topics this year included: Setting up your workspace, How State Library can help you get ahead, and Next steps for a start-up. The agreement between State Library and Little Tokyo Two to provide Entrepreneurs in Residence has been renewed for 2018.

The Edge delivers public programs, facilitates community access to equipment, space and resources to State Library audiences and engages communities across Queensland through partnership and collaboration. The focus of The Edge work is in empowering creative experimentation in art, science, technology and enterprise for all of Queensland. State Library is committed to the development of an open source documentation platform for the distribution of programs and intellectual property under Creative Commons Licence to libraries across Queensland. The Edge is engaged in the development of large-scale community projects that will engage communities across South East Queensland in design and fabrication practices.

The six-month **One Last Apocalypse** project, held at The Edge from July to December 2017, offered a program that included book clubs, 3D printing workshops, mural projects and design workshops. The program helped reach people who may not get the chance to participate in such events, including people connected to community organisations such as flexible learning schools, Men's Sheds, multicultural and youth agencies as well as a self-contained satellite program in Deception Bay. One hundred and nineteen people were engaged in the community process of design thinking, making, and final events, along with an additional 158 outreach engagements.

During the project, particular focus was given to documenting the unique cultural development approach to the work of empowering creative experimentation in the arts, science, technology and enterprise. The documentation of One Last Apocalypse, including the how-to guides and templates, along with reflections from partner organisations and the arts workers on the project, has been published on a public wiki platform – an open source wiki repository of all The Edge's intellectual property including a back catalogue of workshop plans, designs, policies and procedures.

The Edge has also supported **Community Lifestyle Support Inc., Bundaberg** in the establishment of processes and procedures for its new Makerspace opened in November 2017.

The Edge is also working with community members from the Wilston and Sunnybank Men's Sheds Association, Deception Bay Regional Library, Albert Park Flexible Learning Centre and Queensland Program of Assistance to Survivors of Torture and Trauma to engage in the Fabrication Lab and Digital Media Labs in the creation of objects and content.

The Fabrication Lab is continuing its work engaging the community in digital fabrication and design, and supporting emerging entrepreneurs in developing small business opportunities. Through The Edge's core workshops program, community access is being provided to foundational and advanced digital skills learning opportunities.

The Edge continues to develop and deliver programming in the Fabrication Lab. An audit of processes and procedures will inform the provision of better community access and supervision using current resources. State Library is finalising a partnership assessment with the Brisbane Tool Library that would see that community not-for-profit operating out of The Edge for a 6–18 month trial.

Research

State Library's **Government Research and Information Library (GRAIL)** service provides a comprehensive research service for seven Queensland government agencies including Department of the Premier and Cabinet and Queensland Treasury.

Throughout the year, GRAIL staff presented information sessions for Queensland government officers in person, regionally and online, to showcase its services to government agencies. GRAIL was represented at The BiiG Network Conference 2017: Re-imagining public work, a two-day conference for Queensland public servants. The team spoke to government officers from across the Queensland public service about State Library and GRAIL services. There was an enthusiastic response about the resources and what could be borrowed from State Library.

Due diligence searches are available for a fee to all Queensland Government agencies. Searches were completed for Advance Queensland Ignite Ideas Fund grants, HotDesQ grants and for the Department of the Premier and Cabinet ANZAC Spirit of Service grants, 2018 Queensland Australian of the Year Awards and for the Queensland Literary Awards shortlist.

On 7 March 2018, GRAIL reached a milestone of 20,000 queries received in our enquiry database.

Position our organisation for the future

State Library's future focus includes ensuring its workforce and funding are in line with the future needs of the organisation. The Towards 2020 Strategic Workforce Plan provides a roadmap to upskilling State Library staff and looks at future recruitment needs.

Ninety-eight per cent of staff completed Courageous Conversations training, which aims to help them prepare and undertake difficult conversations in a professional or personal setting. Some staff also took the opportunity to shadow a senior manager in the Day at an Executive Desk program, and 22 managers joined the six-month People Leaders Program. Succession planning has also been undertaken.

The Working for Queensland Staff Survey was completed by 94 per cent of the State Library workforce, with the survey reflecting engaged and passionate staff. The perception of organisational leadership increased from 41 per cent to 60 per cent and staff engagement increased from 65 per cent to 72 per cent.

The Staff Survey Action Team has developed an Action Plan for 2017–18 to address feedback from staff in the 2017 Staff Survey. Twelve staff from across the organisation have implemented the actions from the plan, including stretch classes to improve staff health and a revision of the office etiquette guidelines. This year, the action plan includes specific actions for the Executive Management Team to implement.

Two Mental Health First Aid Officers were appointed and have been sharing information about mental health and wellbeing. An Identified LGBTIQ+ Harassment Referral Officer has been appointed and an LGBTIQ+ network has been established by identifying staff and allies.

Online Aboriginal and Torres Strait Islander cultural awareness training was rolled out to all staff, and opportunities were provided for further training, such as **BlackCard training**.

The Queensland Library Foundation supports the work of State Library through its fundraising efforts and raising awareness of collections and programs. Collection and curator presentations are held throughout the year for donors providing an in-depth connection to our state treasures. Regular donations by leading philanthropists such as James C. Sourris AM also contribute to building specialist collections and delivering associated engagement events which are enjoyed by the general public.

The 2017–18 general giving program, incorporating Reel Rescue, which aims to digitise fragile films and videos currently in cold storage at State Library, was very successful and totals came in ahead of the target ($148,800). The President's 100 Circle initiative remains a priority, with the Foundation looking to increase numbers in 2018–19.

The *Queensland Library Foundation Annual Report 2017–18* provides a comprehensive report on all of the Foundation's activities for the financial year.

Other sources of funding and support are sought to supplement the government funding and donations on which the work of State Library relies.

In-kind partnerships which assisted State Library to meet its strategic objectives include:

- Queensland Music Festival partnership delivered in July 2017
- Grattan Institute 'State of Affairs' Political fragmentation panel talk in August 2017
- Just Coding partnership for Learn to Code Workshops from February to December 2018
- International Women's Day delivered in partnership with Feathersome on 8 March 2018
- World Science Festival Brisbane, 22–25 March 2018
- Queenslanders in Conversation series (see page 24) in partnership with ABC
- Word on the Street partnership with the School of Hard Knocks engages community through weekly writing workshops for marginalised Queenslanders
- Brisbane Writers Festival, annually in September.

The Queensland Literary Awards Poetry Award ($10,000) grant application was submitted to the Copyright Agency Cultural Fund with an outcome to be notified in July 2018.

Hire of State Library spaces is another important revenue steam for the organisation. The award-winning riverfront building and central location make it an attractive venue, which is particularly popular with corporate and government clients and community groups. During 2017–18, the organisational realignment saw all venue hire and technical support functions for The Edge and the main building combined to allow a better and more consistent client offer. With bookings across all venues now managed by the one team, commercial clients have a single point of contact resulting in a better experience. This resulted in revenue of approximately $831,000 across all venues.

The Library Shop was refurbished with a new counter installed to improve client experience and enhance visibility and security. The Library Shop has increased its capacity to manage sales at external events and also delivers a very popular craft series of events.

Governance

Human resources

Workforce planning and performance

As at 30 June 2018, State Library's workforce consisted of 271.8 full-time equivalent staff with a permanent separation rate of 8.26%.

State Library's Strategic Workforce Plan aims to develop a future workforce that is flexible, diverse, technologically adept and client oriented (page 35).

Key strategies include:

- All staff participation in the Courageous Conversations program, aimed at providing the knowledge and skills to address challenging situations and initiate and conduct appropriate conversations to affect positive outcomes.

- The development of a professional development (PD) program for librarians and library technicians.

- Quarterly people management seminars for all staff with supervisor responsibilities.

- A Staff Survey Action Team addresses feedback received from staff
  - appointment of an LGBTIQ+/Harassment Referral Officer
  - appointment of two Mental Health First Aid Officers
  - etiquette in the workplace guidelines

- The development of revised position descriptions and the introduction of naming conventions for all State Library positions.

- The introduction of an Executive Day on the Desk program where people leaders spend a half day working in service areas.

- Refreshing the staff recognition program to acknowledge employees who actively demonstrate our guiding behaviours in line with the State Library's strategic priorities.

- An ongoing commitment to flexible work initiatives as a critical attraction and retention strategy.

State Library's on-boarding program is designed to welcome and integrate new starters into the organisation during their first three months, to prepare them to succeed at their job and to become fully engaged, productive employees.

Each staff member is required to take part in an annual Personal Performance Planning (PPP) process, which aligns the work and development of individual staff to State Library strategic and operational plans.

Exceptional work is recognised through staff awards, with teams or individuals nominated by their peers for bringing the State Library vision to life through actions that support key objectives and strategies. Staff are also formally recognised for long service at 10-year intervals.

State Library has a strong tradition of offering a broad range of flexible working arrangements to employees. This year, the principle-based Flexible by Design framework was introduced, which aims to transform traditional approaches to flexible work to meet future needs. The framework outlines the benefits, reasons and principles behind flexible work as well as the organisational journey to achieve a healthy work-life blend.

State Library has a collaborative approach to employee relations and meets regularly with members of the Agency Consultative Committee to discuss a broad range of topics, including workplace change.

Policies and procedures are reviewed regularly, with an aim to not duplicate existing Queensland Government directives or guidelines.

The Wellness Team continues to deliver creative programs to help interested staff improve their wellbeing. Activities in 2017–18 have included monthly in-house seated massages, superannuation health checks and the recruitment and training of Harassment Referral Officers. A regular newsletter promotes what's available for staff, such as the employee assistance service and nutritional advice.

State Library's Mental Health Policy provides guidelines on maintaining positive mental health in the workplace, and managing the return to work of affected employees. Two Mental Health First Aid Officers have been selected from the staff cohort and have been trained to provide support and confidential advice to staff members concerned about their mental health.

During 2017–18, more than 150 volunteers worked on more than 40 projects and activities onsite and online. Volunteer roles included behind-the-scenes projects such as transcription and front-of-house roles as exhibition and building guides. Educational Orientation Guides engage the younger audience by delivering tours to groups of visiting students. People can also contribute offsite through our digital volunteering program, *Pitch In*, which includes volunteers tagging photos and transcribing text from significant historical documents.

Right: Carly Wallace (left) and Jautia Cora share a laugh at a Love in the Library event in kuril dhagun.

Governance, accountability and risk

Public sector ethics

State Library's administrative procedures and management practices are developed and conducted with regard to the ethics principles set out in the *Public Sector Ethics Act 1994* and the Code of Conduct. These principles underpin the strategic planning processes and development of the State Library of Queensland Strategic Plan 2017–21 and the accompanying Operational Plan 2017–18.

The Library Board, the State Librarian and CEO, and all staff are bound by the Code of Conduct for the Queensland Public Service under the *Public Sector Ethics Act 1994*. Code of Conduct training is incorporated into induction training for new staff, and all continuing staff members are required to complete annual online refresher training. Workshops and training sessions are delivered for managers and supervisors throughout the year to ensure they understand the ethics principles and how to apply them, especially in relation to human resource policies and procedures. Compulsory training in Code of Conduct, Workplace Bullying and Workplace Health and Safety, and Aboriginal and Torres Strait Islander Cultural Capability has been rolled out to all staff on an online learning platform.

Online learning is an efficient method for delivering training in an organisation with multiple sites and a large spread of work hours as it allows staff to complete the training at a time which best fits their work schedule.

Additionally, extra sessions on integrity, corrupt conduct information sessions and policy updates are delivered where applicable.

Audit functions

State Library takes a structured approach to assessing and evaluating the effectiveness and efficiency of its financial and operational systems and activities.

Senior management develops an overarching Strategic Audit Plan and reviews it annually. This forms the basis for the annual Internal Audit Plan, designed to focus internal audit on the areas of potential operational and financial risk to State Library.

Strategic and Annual Audit Plans are reviewed and endorsed by the Audit and Risk Management Committee (ARMC — see Appendix C). In preparing these audit plans, consideration is given to:
• significant changes to the organisation, systems and activities
• new legislative requirements
• risks identified as part of the agency's risk management process
• results of assessments of internal controls, and
• previously identified issues.

In 2017–18, internal audit reports considered by the ARMC covered the following issues:
• Fraud controls comprising corporate cards, cash collection, petty cash, travel, procurement, vendor controls, assets portable and attractive
• ICT Resources Strategic Planning

All audits issues raised were rated as low or medium risk. ARMC monitors implementation of recommendations.

The internal audit function is under the oversight of the ARMC. It is independent of management and the external auditors and is carried out on State Library's behalf by the Corporate Administration Agency's (CAA) Internal Audit team.

The role of the internal audit function is to:

• appraise State Library's financial administration and its effectiveness, having regard to the functions and duties imposed upon the statutory body under section 61 of the *Financial Accountability Act 2009*

• provide value-added audit services and advice to the statutory body, the ARMC and State Library's management on the effectiveness, efficiency, appropriateness, legality and probity of State Library's operations. In particular, this responsibility includes advice on measures taken to establish and maintain a reliable and effective system of internal control.

The internal audit function operates under a charter consistent with relevant audit and ethical standards and approved by the ARMC. The internal audit function has due regard to the *Financial and Performance Management Standard 2009*.

Reviews, audits and surveys are used to identify areas of improvement and address risks. All agreed recommendations by the External and Internal Audit are assigned to management for action within agreed timeframes. State Library took action on all recommendations from audits in 2017–18.

Risk management

The ARMC also oversees risk management. A Risk Management Policy consistent with the statutory requirements of section 28 of the *Financial and Performance Management Standard 2009* and the *International Standard on Risk Management* (ISO 31000:2009) is in place.

Risk is identified at the strategic and operational levels against the following categories: collections, service delivery, reputation, governance, funding, capability and culture, contracts and agreements, information and communications technology services and business continuity. As part of this strategy, a Risk Register has been established. This is reviewed annually by the ARMC and the Library Board, which also receive quarterly updates on newly identified risks and actions being taken to mitigate and manage these risks. State Library also has a Risk Management Strategy for child-related duties, which aims to protect children from harm and to promote their wellbeing through the creation of child-safe service environments.

Crisis management arrangements include a detailed business continuity plan, the General Security Policy, Emergency Response Plan and Pandemic Plan. The Business Continuity Plan is reviewed and updated annually to reflect changes in organisational needs.

Recordkeeping

State Library complies with the provisions of the *Public Records Act 2002*, *Information Standard 40: Recordkeeping* (ISO 40) and *Information Standard 31: Retention and Disposal of Public Records* (IS 31). All records across the organisation are captured in ISO 40 compliant databases through Recfind V6 electronic document and record management system (eDRMS). The system has currently captured more than 81,000 electronic records. All State Library staff have received training on the eDRMS. Regular refresher sessions in recordkeeping are open to all staff, while all new staff received records training as part of induction.

The Director, Finance, Facilities and Administration is responsible for the management and disposal of all records in a variety of formats in line with Queensland State Archives' *General Retention and Disposal Schedule* for administrative documents. There have been no reported breaches of information security or loss of records in 2017–18.

Disclosure of additional information

State Library publishes the following information reporting requirements on the Queensland Government's Open Data website (qld.gov.au/data):
- Consultancies
- Overseas travel

Information about the remuneration of Library Board and committee members is available on State Library's website at slq.qld.gov.au/about-us/corporate/publications/corporate-reporting/annual-report-2017-18.

Key policies informing the strategic plan

- Our Future State: Advancing Queensland's Priorities
- Advance Queensland
- Department of Environment and Science Strategic Plan 2018–22
- Realising our potential: A vision for Queensland public libraries
- As a member of NSLA, State Library influences and supports NSLA's Strategic Plan 2018–20, as well as supporting the policies of the Australian Library and Information Association (ALIA) and International Federation of Library Associations and Institutions (IFLA)
- Queensland Multicultural Policy: Our story, our future
- Queensland: Age Friendly Communities Action Plan
- Council of Australian Governments' Closing the Gap strategy

Part 4: Strategic Plan 2018–22

Vision

Inspiring possibilities through knowledge, stories and creativity.

Purpose

Founded in 1896, the State Library of Queensland is the leading reference and research library in Queensland. State Library is responsible for collecting and preserving a comprehensive collection of Queensland's cultural and documentary heritage, providing free access to information for all Queenslanders and for the advancement of public libraries across the State. The object of the *Libraries Act 1988* is "to contribute to the cultural, social and intellectual development of all Queenslanders."

Objectives and strategies

1. Enable access

- Increase access and interpretation of our content and services
- Partner with local government to enable a thriving network of public libraries and Indigenous Knowledge Centres
- Future proof our digital library

Performance measures

- Increased use of content
- Increased membership
- Increase in visitation to public libraries

2. Engage community

- Build the state collection of Queensland's documentary culture and heritage
- Engage with the community through our diverse and inclusive public programs
- Inspire the community to use and interact with our content

Performance measures

- Increase in John Oxley Library collections
- Customer satisfaction
- Increase in efficiency (onsite and online visitation/budget)
- Visits to onsite and online

3. Build capacity

- Enable digitally inclusive, literate communities that are skilled for the 21st century
- Advance the growth of business innovation and skills
- Position our organisation for the future

Performance measures

- Participation in public programs
- Increase in self-generated revenue
- Staff engagement

Find the published plan online:
slq.qld.gov.au/about-us/corporate/publications/planning/strategic-plan-2018-2022
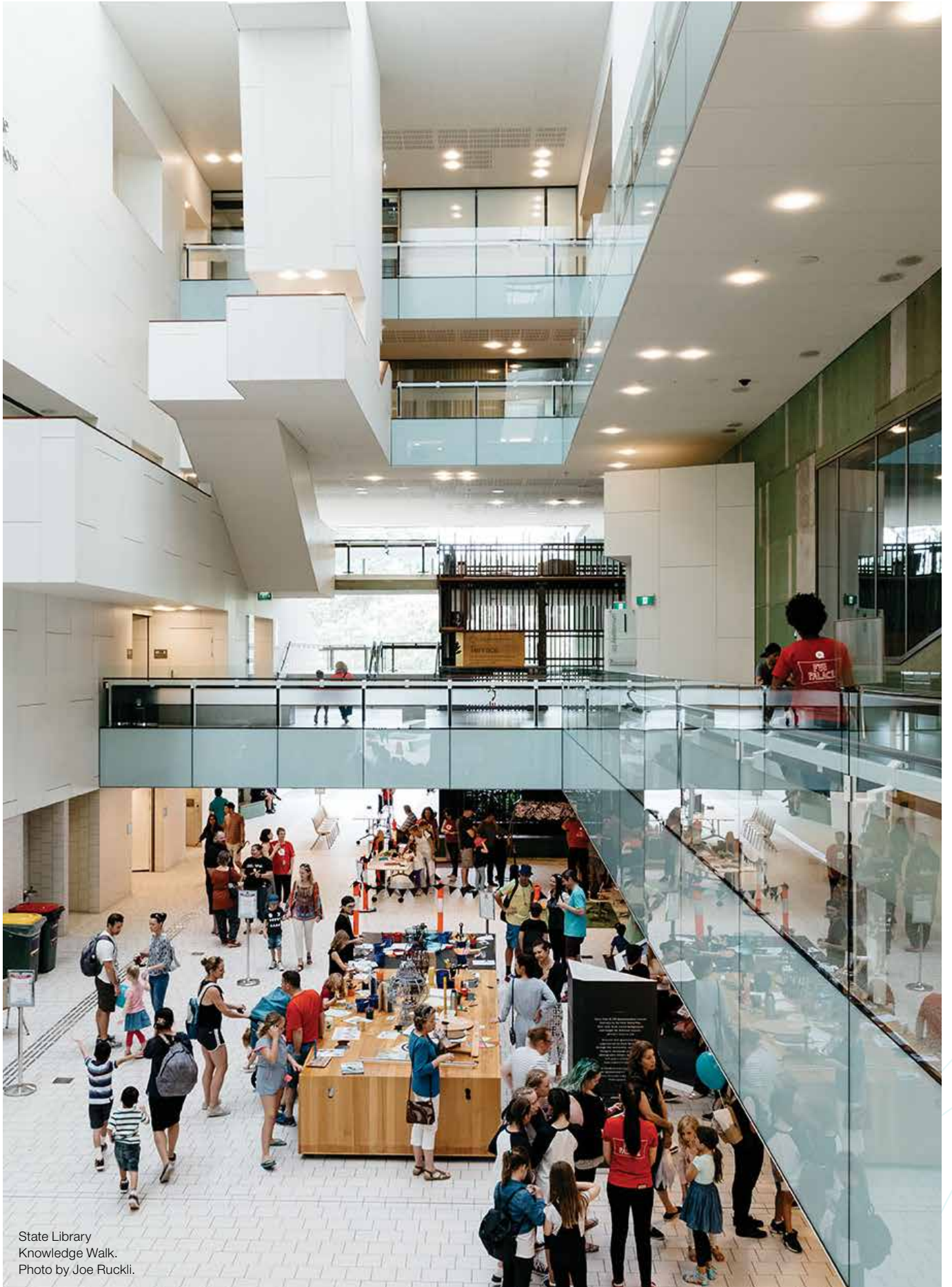
State Library
Knowledge Walk.
Photo by Joe Ruckli.

Financial summary

This summary provides an overview of the financial performance during 2017–18 and position as at 30 June 2018 for the Library Board of Queensland (the Library Board). The Library Board's performance is reported as the Parent Entity (the Library Board only) and the Library Board and the Queensland Library Foundation (the Foundation) is reported as the Economic Entity. The Foundation is a controlled entity of the Library Board.

Statement of Comprehensive Income

The Statement of Comprehensive Income for the Economic Entity is set out below.

Statement of Comprehensive Income	2018 $'000	2017 $'000
Total Income from Continuing Operations	78,499	79,926
Total Expenses from Continuing Operations	75,907	76,714
Operating Result from Continuing Operations	2,592	3,212
Increase in Asset Revaluation Reserve	–1,074	16,373
Total Comprehensive Income	1,518	19,585

Income

Government grants are a significant component of the Library Board's income ($63.6M) in 2017–18 with User charges ($4.0M), Donations and Sponsorships and Interest on funds invested ($0.8M) comprising the total cash contribution. Other non-cash items recognised as income include the operating lease rental for the building ($7.1M) and sponsorships, partnerships and legal deposit collection items ($1.5M)

Economic Entity Income 2018

81.1% Recurrent grants

1.9% Donations and industry contributions

1.9% Non-cash goods/services

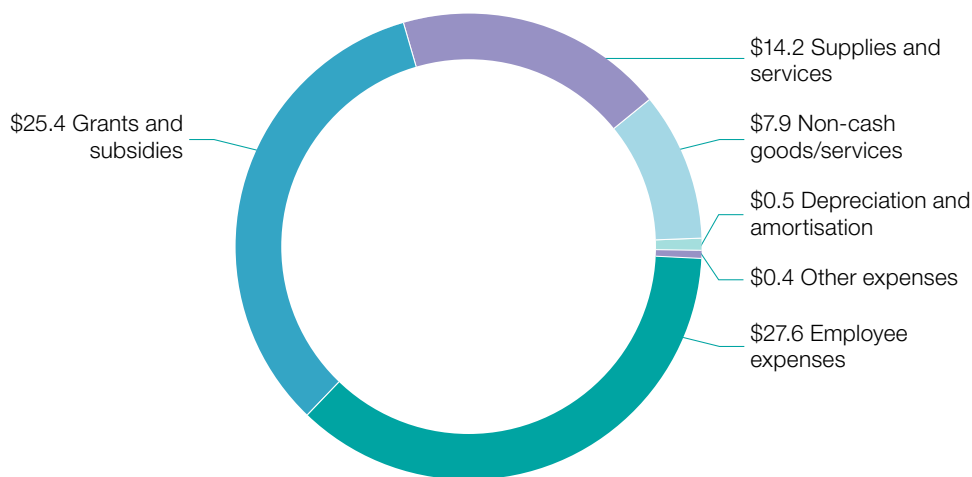9.1% Non-cash building lease rental

1% Other

5.1% User charges

Expenses

Expenses for the Library Board were $75.9M in 2017–18. The largest component is employee expenses (36%), with grants (33%), supplies and services (19%), non-cash costs (10%) and other expenses (2%) completing the total. The grants paid to public libraries include additional funding from the First 5 Forever family literacy initiative.

Economic Entity Expenses from Continuing Operations 2018 ($M)

$25.4 Grants and subsidies

$14.2 Supplies and services

$7.9 Non-cash goods/services

$0.5 Depreciation and amortisation

$0.4 Other expenses

$27.6 Employee expenses

Operating Result from Continuing Operations

The Statement of Comprehensive Income from Continuing Operations shows a $2.6M surplus for the Economic Entity. Of this, $2.3M is the Library Board's operating result and $0.3M is the Foundation's operating result.

Statement of Financial Position

The Statement of Financial Position sets out the net assets and equity of the Library Board. As at 30 June 2018, the net assets of the Library Board economic entity was $149.9M which is an increase of $1.52M from 2016–17. This increase is principally the result of collection purchases and donations, and work performed by staff and volunteers on digitising content from our heritage collection to create new intangible assets.

Financial Governance

Financial performance is monitored internally on a monthly basis and reported to the Library Board at their regular meetings. The Library Board's financial performance is monitored externally by the Queensland Audit Office and in 2017–18 this was through its appointment of William Buck who performed the audit of the financial statements.

The Library Board's Audit and Risk Management Committee assists the Library Board in meeting its legislative responsibilities under the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2009 and the *Libraries Act 1988*.

Chief Finance Officer (CFO) statement

The CFO has acknowledged responsibilities under the *Financial Accountability Act 2009* (FAA) and full undertakings have been given to both the Audit and Risk Management Committee and the Library Board of Queensland, including undertakings that to the best of our knowledge and belief, financial internal controls of State Library are operating efficiently, effectively and economically in accordance with section 57 of the Financial and Performance Management Standard 2009. The financial statements were reviewed by the Library Board's Audit and Risk Management Committee prior to presentation to and consideration by the Library Board.

Library Board of Queensland and Controlled Entity

Financial Statements
FOR THE YEAR ENDED 30 JUNE 2018

Contents   **Page No**

Chief Finance Officer (CFO) statement

The CFO has acknowledged responsibilities under the *Financial Accountability Act 2009* (FAA) and full undertakings have been given to both the Audit and Risk Management Committee and the Library Board of Queensland, including undertakings that financial internal controls of State Library are operating efficiently, effectively and economically in accordance with section 57 of the Financial and Performance Management Standard 2009. The financial statements were reviewed by the Library Board's Audit and Risk Management Committee prior to presentation to the Library Board.

Note: Those viewing an electronic presentation of these financial statements should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information

Right: The Red Box. Photo by Stephen Henry.

Library Board of Queensland and Controlled Entity

Statements of Comprehensive Income
FOR THE YEAR ENDED 30 JUNE 2018

	Note	Economic Entity 2018 $'000	Economic Entity 2017 $'000	Parent Entity 2018 $'000	Parent Entity 2017 $'000
Income from Continuing Operations					
Revenue					
User charges	B1	3,982	4,405	3,982	4,402
Grants and other contributions	B1	73,749	74,785	73,861	74,987
Other		768	736	620	587
Total Income from Continuing Operations		78,499	79,926	78,463	79,976
Expenses from Continuing Operations					
Employee expenses	B2	27,604	27,690	27,604	27,690
Supplies and services	B2	22,125	23,123	22,129	23,131
Grants and subsidies	B2	25,368	25,017	25,618	25,267
Depreciation and amortisation	C4	455	517	455	517
Other expenses	B2	355	367	340	353
Total Expenses from Continuing Operations		75,907	76,714	76,146	76,958
Operating Result from Continuing Operations		2,592	3,212	2,317	3,018
Other Comprehensive Income					
Items that will not be reclassified to Operating Result:					
Increase/(Decrease) in asset revaluation surplus	C7	(1,074)	16,373	(1,074)	16,373
Total Other Comprehensive Income		(1,074)	16,373	(1,074)	16,373
Total Comprehensive Income		**1,518**	**19,585**	**1,243**	**19,391**

The accompanying notes form part of these statements.

Library Board of Queensland and Controlled Entity

Statements of Financial Position
AS AT 30 JUNE 2018

	Note	Economic Entity		Parent Entity	
		2018 $'000	2017 $'000	2018 $'000	2017 $'000
Current Assets					
Cash and cash equivalents	C1	19,604	18,860	13,522	12,893
Receivables	C2	1,139	1,034	1,153	1,252
Inventories		193	213	193	213
Prepayments		1,250	893	1,250	893
Total Current Assets		22,186	21,000	16,118	15,251
Non-Current Assets					
Intangible assets	C3	9,520	8,585	9,520	8,585
Property, plant and equipment	C4	122,968	123,254	122,968	123,254
Total Non-Current Assets		132,488	131,839	132,488	131,839
Total Assets		154,674	152,839	148,606	147,090
Current Liabilities					
Payables	C5	1,728	1,578	1,730	1,624
Accrued employee benefits	C6	2,761	2,746	2,761	2,746
Unearned revenue		305	153	305	153
Total Current Liabilities		4,794	4,477	4,796	4,523
Total Liabilities		4,794	4,477	4,796	4,523
Net Assets		149,880	148,362	143,810	142,567
Equity					
Contributed equity		1,465	1,465	1,465	1,465
Accumulated surplus		78,410	75,818	72,340	70,023
Asset revaluation surplus	C7	70,005	71,079	70,005	71,079
Total Equity		**149,880**	**148,362**	**143,810**	**142,567**

The accompanying notes form part of these statements.

Library Board of Queensland and Controlled Entity

Statements of Changes in Equity
FOR THE YEAR ENDED 30 JUNE 2018

	Economic Entity $'000	Parent Entity $'000
Accumulated Surplus		
Balance 1 July 2016	72,606	67,005
Operating Result from Continuing Operations	3,212	3,018
Balance 30 June 2017	75,818	70,023
Operating Result from Continuing Operations	2,592	2,317
Balance 30 June 2018	78,410	72,340
Asset Revaluation Surplus (Note C7-2)		
Balance 1 July 2016	54,706	54,706
Total Other Comprehensive Income		
Increase in Asset Revaluation Surplus	16,373	16,373
Balance 30 June 2017	71,079	71,079
Total Other Comprehensive Income		
Decrease in Asset Revaluation Surplus	(1,074)	(1,074)
Balance 30 June 2018	70,005	70,005
Contributed Equity		
Balance 1 July 2016	1,465	1,465
Balance 30 June 2017	1,465	1,465
Balance 30 June 2018	1,465	1,465
TOTAL		
Balance 1 July 2016	128,777	123,176
Operating Result from Continuing Operations	3,212	3,018
Total Other Comprehensive Income		
Increase in Asset Revaluation Reserve	16,373	16,373
Balance 30 June 2017	148,362	142,567
Operating Result from Continuing Operations	2,592	2,317
Total Other Comprehensive Income		
Decrease in Asset Revaluation Surplus	(1,074)	(1,074)
Balance 30 June 2018	**149,880**	**143,810**

The accompanying notes form part of these statements.

Library Board of Queensland and Controlled Entity

Statements of Cash Flows
FOR THE YEAR ENDED 30 JUNE 2018

	Note	Economic Entity 2018 $'000	Economic Entity 2017 $'000	Parent Entity 2018 $'000	Parent Entity 2017 $'000
Cash flows from operating activities					
Inflows:					
User charges		3,609	5,139	3,661	5,118
Grants and other contributions		65,154	64,746	65,388	64,868
GST collected from customers		474	1,825	440	1,786
GST input tax credits from ATO		1,379	2,715	1,379	2,725
Interest receipts		733	735	586	586
Other		477	–	477	–
Outflows:					
Employee expenses		(27,573)	(27,676)	(27,573)	(27,676)
Supplies and services		(14,368)	(14,401)	(14,416)	(14,358)
Grants and subsidies		(25,368)	(25,017)	(25,618)	(25,267)
GST paid to suppliers		(1,431)	(2,675)	(1,431)	(2,674)
GST remitted to ATO		(494)	(1,820)	(431)	(1,815)
Other		(330)	(365)	(315)	(350)
Net cash provided by operating activities	CF-1	2,262	3,208	2,147	2,944
Cash flows from investing activities					
Outflows:					
Payments for valuables		(343)	(302)	(343)	(302)
Payments for library collection		(257)	(248)	(257)	(248)
Payments for property, plant and equipment		(266)	(162)	(266)	(162)
Proceeds from disposal of property, plant and equipment		32	–	32	–
Payments for intangibles		(684)	(556)	(684)	(556)
Net cash used in investing activities		(1,518)	(1,268)	(1,518)	(1,268)
Net increase in cash and cash equivalents		744	1,940	629	1,676
Cash and cash equivalents — opening balance		18,860	16,920	12,893	11,217
Cash and cash equivalents — closing balance	C1	**19,604**	**18,860**	**13,522**	**12,893**

The accompanying notes form part of these statements.

Notes to the statements of cash flows

CF-1 Reconciliation of Operating Result to Net Cash Provided by Operating Activities

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000
Operating Surplus	2,592	3,212	2,317	3,018
Non-Cash items included in operating result:				
Depreciation and amortisation expense	455	517	455	517
Donation of intangibles	(251)	(366)	(251)	(366)
Donation of valuables	(400)	(512)	(400)	(512)
(Gain)/Loss on disposal of assets	(9)	2	(9)	2
Changes in assets and liabilities				
(Increase)/decrease in GST input tax credits receivable	(53)	40	(52)	51
Decrease in LSL reimbursement receivable	16	26	16	26
(Increase)/decrease in other receivables	(48)	419	126	320
Decrease in inventories	20	90	20	90
(Increase)/decrease in prepayments	(357)	50	(357)	50
Increase/(decrease) in accounts payable	150	(103)	106	(51)
Increase/(decrease) in unearned revenue	152	(160)	152	(160)
Increase/(decrease) in accrued employee benefits	15	(12)	15	(12)
Increase/(decrease) in GST payable	(20)	5	9	(29)
Net cash provided by operating activities	**2,262**	**3,208**	**2,147**	**2,944**

CF-2 Non-Cash Investing and Financing Activities

Assets and liabilities received or donated/transferred by the Library Board are recognised as revenue or expenses (refer B1-2 and B2-2) as applicable.

Library Board of Queensland and Controlled Entity

Notes to the Financial Statements
FOR THE YEAR ENDED 30 JUNE 2018

A1
Objectives and principal activities of Library Board of Queensland

The Library Board of Queensland's (the Library Board) legislated role is to collect and preserve Queensland's cultural heritage and ensure the intellectual and historical record is preserved for the future. The Library Board oversees the activities of the State Library of Queensland (the State Library).

The State Library contributes to the cultural, social and intellectual development of Queenslanders. With a multidisciplinary remit, we support a broad government agenda across education, science, innovation, IT and enterprise. Our objectives are to enable access, engage community and build capability.

We build shared infrastructure through our investment in online content. We work with local government, public libraries and regional communities to create vibrant programs that help strengthen communities. We have a long history of working in partnership to increase the value we can deliver for Queensland. We support our enduring partnership with the Arts Statutory Bodies across the Cultural Precinct, and with Queensland State Archives and other local, state and national institutions collecting cultural heritage material. We have embraced the transition to sustainable business models through our work with the mining sector in regional Queensland and our innovative work in philanthropy.

The Library Board is predominantly funded for the outputs it delivers by Parliamentary appropriation.

In 2017–18 it also received revenue from sources including:
- building rentals;
- consultancy and training services;
- donations;
- research services;
- interest on invested funds;
- network and internet services;
- preservation and reproduction services;
- The Library Shop;
- ticket sales;
- venue hire.

A2
Basis of financial statement preparation

A2-1   General Information

This report covers the Library Board and its Controlled Entity, the Queensland Library Foundation.

The Library Board is a Queensland Government Statutory Body established under the *Libraries Act 1988 (Qld)*.

The Library Board is controlled by the State of Queensland which is the ultimate parent.

The head office and principal place of business of the agency is:
Stanley Place
South Brisbane Qld 4101

A description of the nature of the Library Board's operations and its principal activities is included in note A1.

For information in relation to the Library Board's financial report please call the Finance Team on (07) 3842 9052, email finance@slq.qld.gov.au or visit the State Library of Queensland internet site www.slq.qld.gov.au.

A2-2   Compliance with Prescribed Requirements

The Library Board has prepared these financial statements in compliance with section 43 of the *Financial and Performance Management Standard 2009*. The financial statements comply with Queensland Treasury's Minimum Reporting Requirements for reporting periods beginning on and after 1 July 2017.

The Library Board is a not-for-profit entity and these general purpose financial statements are prepared on an accruals basis (except for the Statements of Cash Flows which are prepared on a cash basis) in accordance with Australian Accounting Standards and interpretations applicable for not-for-profit entities.

New accounting standards early adopted and/or applied for the first time in these financial statements are outlined in Note F3.

A2-3 Presentation

Currency and Rounding

Amounts included in the financial statements are in Australian dollars and have been rounded to the nearest $1,000 or, where that amount is $500 or less, to zero, unless disclosure of the full amount is specifically required.

Comparatives

Comparative information reflects the audited 2016–17 financial statements.

Current/Non-Current Classification

Assets and liabilities are classified as either 'current' or 'non-current' in the Statements of Financial Position and associated notes.

Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or the Library Board does not have an unconditional right to defer settlement to beyond 12 months after the reporting date.

All other assets and liabilities are classified as non-current.

A2-4 Authorisation of Financial Statements for Issue

The financial statements are authorised for issue by the Chairperson of the Library Board, the State Librarian and CEO and the Executive Director, Corporate Governance and Operations at the date of signing the Management Certificate.

A2-5 Basis of Measurement

Historical cost is used as the measurement basis in this financial report except for the following;

- Library collections which are measured at fair value; and
- Provisions expected to be settled 12 or more months after reporting date which are measured at their present value.

Historical Cost

Under historical cost, assets are recorded at the amount of cash or cash equivalents paid or the fair value of the consideration given to acquire assets at the time of their acquisition. Liabilities are recorded at the amount of proceeds received in exchange for the obligation or at the amounts of cash or cash equivalents expected to be paid to satisfy the liability in the normal course of business.

Fair Value

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from the observable inputs or estimated using another valuation technique. Fair value is determined using one of the following three approaches:

- The market approach uses prices and other relevant information generated by market transactions involving identical or comparable (i.e. similar) assets, liabilities or a group of assets and liabilities, such as a business.
- The cost approach reflects the amount that would be required currently to replace the service capacity of an asset. This method includes the current replacement cost methodology.
- The income approach converts multiple future cash flows amounts to a single current (i.e. discounted) amount. When the income approach is used, the fair value measurement reflects current market expectations about those future amounts.

Where fair value is used, the fair value approach is disclosed.

Present Value

Present value represents the present discounted value of the future net cash inflows that the item is expected to generate (in respect of assets) or the present discounted value of the future net cash outflows expected to settle (in respect of liabilities) in the normal course of business.

Net Realisable Value

Net realisable value represents the amount of cash or cash equivalents that could currently be obtained by selling an asset in an orderly disposal.

A2-6 The reporting entity

In the financial statements, the term Parent Entity refers to the Library Board, the term Economic Entity refers to the Library Board together with the Queensland Library Foundation (the Foundation) as a controlled entity (Refer note A3).

In the process of consolidating into a single economic entity, all transactions between the Library Board and the Foundation have been eliminated in full.

The parent entity financial statements include all income, expenses, assets, liabilities and equity of the Library Board only.

A3
Controlled entities

The Library Board controls the Queensland Library Foundation (the Foundation) with the Library Board being the sole member of the Foundation and having the power to appoint all members of the Foundation Council.

The Library Board trades as the The State Library of Queensland (the State Library).

Purpose and Principal Activities

The Foundation's purposes is to act as an agent of and to assist the State Library in the performance of its functions as set out in section 20 of the *Libraries Act 1988 (Qld)* by:

(1) raising funds through gifts, grants and other forms of financial assistance, property and benefits for the State Library, including for buildings, infrastructure, library materials, facilities, programs and projects;

(2) increasing public support and interest in the State Library; and

(3) building the number of financial supporters of the State Library.

The State Library provides all administrative support services (including salaries for staff) to the Foundation on a cost recovery basis.

The Foundation transfers funds to the State Library to cover the cost of a range of approved projects. There are no significant restrictions on the State Library's ability to access the Foundation's assets or settle its liabilities.

The Queensland Audit Office audits the Foundation. Total external audit fees relating to the 2017–18 financial statements are estimated to be $6,300 (2017: $6,200). There are no non-audit services included in this amount.

Audited Financial Transactions and Balances

Name of Controlled Entity	Total Assets $'000		Total Liabilities $'000		Total Revenue $'000		Operating Result	
	2018	2017	2018	2017	2018	2017	2018	2017
Queensland Library Foundation	6,137	6,021	70	226	1,258	1,273	273	191

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

B1
Revenue

B1-1 User Charges

The Library Shop	619	697	619	697
Building rentals	438	357	438	357
Research services	1,205	1,254	1,205	1,254
Network and internet services	129	239	129	239
First 5 Forever sales	167	615	167	615
Preservation services	40	14	40	14
Reproduction services	51	55	51	55
Ticket sales	63	88	63	85
Venue hire	899	868	899	868
Other	371	218	371	218
Total	**3,982**	**4,405**	**3,982**	**4,402**

Accounting Policy — User Charges

User charges controlled by the Library Board are recognised as revenue when the revenue has been earned and can be measured reliably. This occurs when invoices for the related services are issued or when services have been provided. User charges are controlled by the Library Board where they can be deployed for the achievement of the Library Board's objectives.

B1-2 Grants and Contributions

Accounting Policy — Grants, Contributions and Donations

Grants, contributions, donations and gifts are non-reciprocal in nature so do not require any goods or services to be provided in return. Corresponding revenue is recognised in the year in which the Library Board obtains control over the grant/contribution/donation (control is generally obtained at the time of receipt).

Contributed assets are recognised at their fair value.

Recurrent grants	63,490	62,683	63,487	62,676
Commonwealth grants	150	150	150	150
Queensland Library Foundation projects	–	–	973	1,074
Donations and industry contributions	1,513	2,389	655	1,524
Goods received below fair value	1,459	2,385	1,459	2,385
Operating lease rental — received below fair value	7,137	7,178	7,137	7,178
Total	**73,749**	**74,785**	**73,861**	**74,987**

Accounting Policy — Services received below fair value

Contributions of services are recognised only if the services would have been purchased if they had not been donated and their fair value can be measured reliably. Where this is the case, an equal amount is recognised as revenue and an expense.

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

B2
Expenses

B2-1 Employee Benefits Expense

Accounting Policy - Wages and Salaries, recreation leave

Wages and salaries due but unpaid at reporting date are recognised in the Statements of Financial Position at the current salary rates.

Where the Library Board expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at their undiscounted values.

Accounting Policy — Sick Leave

Prior history indicates that on average, sick leave taken each reporting period is less than the entitlement accrued. This is expected to continue in future periods. Accordingly, it is unlikely that existing accumulated entitlements will be used by employees and no liability for unused sick leave entitlements is recognised. As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

Accounting Policy — Long Service Leave

Under the Queensland Government's long service leave scheme, a levy is made on the Library Board to cover the cost of employees' long service leave. The levies are expensed in the period in which they are payable. Amounts paid to employees for long service leave are claimed from the scheme quarterly in arrears.

Accounting Policy — Superannuation

Post-employment benefits for superannuation are provided through defined contribution (accumulation) plans or the Queensland Government's QSuper defined benefit plan as determined by the employee's conditions of employment.

Defined Contribution Plans — Contributions are made to eligible complying superannuation funds based on the rates specified in the relevant EBA or other conditions of employment. Contributions are expensed when they are paid or become payable following completion of the employee's service each pay period.

Defined Benefit Plan — The liability for defined benefits is held on a whole-of-government basis and reported in those financial statements pursuant to AASB 1049 *Whole of Government and General Government Sector Financial Reporting*. The amount of contributions for defined benefit plan obligations is based upon the rates determined by the State Actuary. Contributions are paid by the Library Board at the specified rate following completion of the employee's service each pay period. The Library Board's obligations are limited to those contributions paid.

Accounting Policy — Workers' Compensation Premiums

The Library Board pays premiums to WorkCover Queensland in respect of its obligations for employee compensation. Workers' compensation insurance is a consequence of employing employees, but is not counted in an employee's total remuneration package. It is not employee benefits and is recognised separately as employee related expenses.

Key management personnel and remuneration disclosures are detailed in Note F1.

Key Management personnel and remuneration disclosures are detailed in Note F1.

	Economic Entity 2018 $'000	Economic Entity 2017 $'000	Parent Entity 2018 $'000	Parent Entity 2017 $'000
Employee Benefits				
Wages and salaries	20,547	20,312	20,547	20,312
Employer superannuation contributions	2,765	2,739	2,765	2,739
Long service leave levy	454	479	454	479
Annual leave expenses	1,972	2,066	1,972	2,066
Employee Related Expenses				
Payroll tax	1,223	1,232	1,223	1,232
Other employee expenses	643	862	643	862
Total	**27,604**	**27,690**	**27,604**	**27,690**

	2018 No.	2017 No.
Full-Time Equivalent Employees	272	275

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

B2-2 Supplies and Services

Accounting Policy — Operating Lease Rentals
Operating lease payments are representative of the pattern of benefits derived from the leased assets and are expensed in the periods in which they are incurred. Incentives received on entering into operating leases are recognised as liabilities. Lease payments are allocated between rental expense and reduction of the liability.

Disclosure — Operating Leases
Operating leases are entered into as a means of acquiring access to office accommodation and fleet vehicles. Lease terms extend over a period of 5 to 10 years. The Library Board has no option to purchase the leased item at the conclusion of the lease although the lease provides for a right of renewal at which time the lease terms are renegotiated.

Operating lease rental expenses comprises the minimum lease payments payable under operating lease contracts. Lease payments are generally fixed, but with inflation escalation clauses on which contingent rentals are determined.

Advertising and graphic design	98	183	98	183
Bookshop and merchandising	429	421	429	421
Communications	323	398	323	398
Consultants and contractors	1,210	1,343	1,210	1,343
Corporate service charges	975	1,001	975	1,007
Electronic subscriptions	1,627	1,728	1,627	1,728
Exhibits and materials	22	99	22	99
Freight and postage	401	505	401	505
Furniture and equipment	353	442	353	442
Goods provided below fair value	807	1,508	807	1,508
Operating lease rental — provided below fair value	7,137	7,178	7,137	7,178
Operating lease rentals	510	384	510	384
Information technology	1,001	912	1,001	912
Library collections — new and existing	1,194	1,138	1,194	1,138
Materials and equipment	596	904	596	904
Motor vehicle costs	36	33	36	33
Printing, stationery and office supplies	198	243	198	243
Property services	3,233	2,902	3,233	2,902
Repairs and maintenance	235	242	235	242
Subscriptions and memberships	179	245	179	245
Sundries	1,247	929	1,251	932
Travel	314	384	314	384
Total	**22,125**	**23,123**	**22,129**	**23,131**

Accounting Policy — Services Rendered Free of Charge or for Nominal Value
Contribution of services are recognised only if the services would have been purchased if they had not been donated and their fair value can be measured reliably. Where this is the case, an equal amount is recognised as a revenue and an expense.

Arts Queensland, through the Department of Environment and Science, own and maintain the State Library building. Rental is based on a market rental appraised by the State Valuation Service.

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

B2
Expenses *(cont'd)*

B2-3 Grants and Subsidies

Grants and subsidies				
Resources for Independent Libraries	19,780	23,860	19,780	23,860
Queensland Library Foundation subsidy	–	–	250	250
Regional Libraries Queensland equipment	44	44	44	44
Grants & subsidies paid to public libraries	5,544	1,113	5,544	1,113
Total	**25,368**	**25,017**	**25,618**	**25,267**

B2-4 Other Expenses

External audit fees	49	47	43	41
Internal audit fees	62	56	62	56
Insurance premiums	80	85	80	85
Bad and doubtful debts	37	8	37	8
Board fees and expenses	42	37	42	37
Loss on disposal of assets	25	2	25	2
Special payments:				
Ex Gratia payments	0	75	–	75
Other	60	57	51	49
Total	**355**	**367**	**340**	**353**

Accounting Policy — Insurance

The Library Board's non-current physical assets and other risks are insured through the Queensland Government Insurance Fund with premiums being paid on a risk assessment basis. In addition, the Library Board pays premiums to WorkCover Queensland in respect of its obligations for employee compensation and Directors and Officers insurance on behalf of Library Board members and staff.

Total external audit fees for the economic entity relating to the 2017–18 financial year are estimated to be $48,800 (2017: $47,200). These fees, paid to the Queensland Audit Office, relate to the audit of the financial statements only.

Special payments include Ex Gratia payments in respect to negotiated settlements for former employees.

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

C1
Cash and cash equivalents

Accounting Policy — Cash and Cash Equivalents
For the purposes of the Statements of Financial Position and the Statements of Cash Flows, cash assets include all cash and cheques receipted but not banked at 30 June as well as deposits at call with financial institutions.

Imprest accounts	11	6	11	6
Cash at bank and on hand	305	124	214	90
Cash deposit accounts	19,288	18,730	13,297	12,797
Total	19,604	18,860	13,522	12,893

Funds are held in a Queensland Treasury Corporation 'at call' account as well as short-term term deposits with financial institutions.

C2
Receivables

Accounting Policy — Receivables
Receivables are measured at amortised cost which approximates their fair value at reporting date.

Trade debtors are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase/contract price. Settlement of these amounts is required within 30 days from invoice date.

Other debtors generally arise from transactions outside the usual operating activities of the Library Board and are recognised at their assessed values. Terms are a maximum of three months, no interest is charged and no security is obtained.

Disclosure — Credit Risk Exposure of Receivables
The maximum exposure to credit risk at balance date for receivables is the gross carrying amount of those assets inclusive of any provisions for impairment.

No collateral is held as security and no credit enhancements relate to receivables held by the Library Board. Receivables fall into one of the following categories when assessing collectability:

- within terms and expected to be fully collectible
- within terms but impaired
- past due but not impaired
- past due and impaired

All receivables within terms and expected to be fully collectible are considered of good quality based on recent collection history. Credit risk management strategies are detailed in Note D2.

The collectability of receivables is assessed periodically with allowance being made for impairment.

Trade debtors	908	365	853	362
Less: Allowance for impairment loss	(29)	(11)	(29)	(11)
	879	354	824	351
GST receivable	212	159	200	148
GST payable	(26)	(46)	(20)	(11)
	186	113	180	137
Long service leave reimbursements	72	88	72	88
Queensland Library Foundation receivables	–	–	75	197
Other	2	479	2	479
Total	**1,139**	**1,034**	**1,153**	**1,252**

C3
Intangibles

C3-1 Recognition and Measurement

Accounting Policies

Software with a historical cost or other value equal to or greater than $100,000 are recognised in the financial statements. Software with a lesser value is expensed. Any training costs are expensed as incurred.

There is no active market for any of the Library Board's intangible assets. As such, the assets are recognised and carried at historical cost less accumulated amortisation and accumulated impairment losses.

Expenditure on research activities relating to internally-generated intangible assets is recognised as an expense in the period in which it is incurred.

Costs associated with the internal development of computer software are capitalised and amortised under the amortisation policy below.

No intangible assets have been classified as held for sale or form part of a disposal group held for sale.

Digital Collections

In line with *Queensland Treasury's Non-Current Asset Policy — Accounting for Library Collections (NCAP 7)*, the Library Board has recognised collections with a cost or other value greater than $5,000 stored in electronic format and made accessible to the public (e.g. digitised physical collections, oral histories, digital stories and digital photographs) as intangible assets with indefinite useful lives, subject to annual review.

For in-house developed digital collection items (e.g. digitised physical collections, oral histories, digital stories and digital photographs), direct costs associated with developing, creating and making accessible the items constitutes the cost of the items.

Amortisation of Intangibles

Costs associated with the development of digital collections have been capitalised. Following a review of conditions and circumstances under which digital collections are stored and maintained, it is considered that there is a sufficiently high standard to retain indefinite life status. Under *AASB 138 Intangible Assets*, these assets are not amortised.

The standard amortisation rate for software is 14%. All current software assets are fully amortised down to their residual value, but are still in use. These are in the process of being replaced by subscription based systems.

Revaluation of Intangible Assets

The John Oxley Library (JOL), Australian Library of Art (ALA) and the Information collections are measured at fair value in accordance with AASB 116 *Property, Plant and Equipment* and NCAPs.

In respect of the above mentioned collections, the cost of items acquired during the financial year has been judged by management of the Library Board to materially represent their fair value at the end of the reporting period.

Where intangible assets have an active market, they are measured at fair value, otherwise they are measured at cost.

C3-2 Impairment

Accounting Policy

All intangible assets are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, the Library Board determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

Intangible assets are principally assessed for impairment by reference to the actual and expected continuing use of the asset by the Library Board, including discontinuing the use of the software. Recoverable amount is determined as the higher of the asset's fair value less costs to sell and its value-in-use.

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

C3-3 Intangible Assets — Balances and Reconciliations of Carrying Amount

Intangible Assets				
Heritage Digital Collection	9,517	8,582	9,517	8,582
Computer Software				
At cost	3	4	3	4
Less: Accumulated amortisation	–	(1)	–	(1)
Total	**9,520**	**8,585**	**9,520**	**8,585**
Intangible reconciliation				
Computer Software				
Carrying amount at 1 July	3	4	3	4
Amortisation	–	(1)	–	(1)
Computer Software carrying amount as at 30 June	**3**	**3**	**3**	**3**
Heritage Digital Collections				
Carrying amount at 1 July	8,524	7,563	8,524	7,563
Acquisitions/internally developed items	580	595	580	595
Donations	251	366	251	366
Heritage Digital Collections total as at 30 June	**9,355**	**8,524**	**9,355**	**8,524**
Heritage Digital Collections — Work in Progress				
Carrying amount at 1 July	58	96	58	96
Movement in Work in Progress*	104	(38)	104	(38)
Heritage Digital Collections Work in Progress as at 30 June	**162**	**58**	**162**	**58**
Heritage Digital Collections Carrying amount as at 30 June	**9,517**	**8,582**	**9,517**	**8,582**
Total Intangibles Carrying amount at 30 June	**9,520**	**8,585**	**9,520**	**8,585**

* Work in Progress represents purchases made but not yet catalogued

C4
Property, plant and equipment

C4-1 Recognition and Measurement

Accounting Policy — Recognition

Basis of Capitalisation and Recognition Thresholds
Items of property, plant and equipment, with the exception of the collections, with a historical cost or other value equal to or in excess of $5,000 are recognised for financial reporting purposes in the year of acquisition. As per the Non-Current Asset Accounting Policies for the Queensland Public Sector (NCAPs), an asset recognition threshold of $1,000,000 is applied to the reference collection (Information Collection) and a threshold of $5,000 applied to the heritage and cultural collections (John Oxley Library (JOL) and Australian Library of Art (ALA)).

Items with a lesser value are expensed in the year of acquisition.

Expenditure on property, plant and equipment is capitalised where it is probable that the expenditure will produce future service potential for the Library Board. Subsequent expenditure is only added to an asset's carrying amount if it increases the service potential or useful life of that asset. Maintenance expenditure that merely restores original service potential (lost through ordinary wear and tear) is expensed.

Collections
Capital expenditure on the State Library Information Collection is recorded as an addition to the collection. Purchases of common use collections are expensed on purchase.

Heritage and Cultural Assets (Valuables)
Capital expenditure on the JOL and ALA collections is recorded as an addition to Valuables. Due to the nature of these items, they are not depreciated in accordance with NCAP 7. Digital collections held within the JOL and ALA Collections have been treated as intangible assets since 2012–13. For further information regarding intangibles, please refer to Note C3.

Accounting Policy — Cost of Acquisition

Historical cost is used for the initial recording of all property, plant and equipment acquisitions. Historical cost is determined as the value given as consideration and costs incidental to the acquisition (such as architects' fees and engineering design fees), plus all other costs incurred in getting the assets ready for use.

Where assets are received free of charge from another Queensland Government entity (whether as a result of machinery-of-Government change or other involuntary transfer), the acquisition cost is recognised as the carrying amount in the books of the other entity immediately prior to the transfer.

Assets acquired at no cost or for nominal consideration, other than from another Queensland Government entity, are recognised at their fair value at date of acquisition.

Where an asset is acquired by means of a finance lease, the asset is recognised at the lower of the fair value of the leased property and the present value of the minimum lease payments. The lease liability is recognised at the same amount.

C4-2 Measurement using Historical Cost

Accounting Policy

Plant and equipment, (excluding major plant and equipment) is measured at historical cost in accordance with the Non-Current Asset Policies. The carrying amounts for such plant and equipment is not materially different from their fair value.

C4-3 Measurement using Fair Value

Accounting Policy

Heritage and cultural assets are measured at fair value as required by Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. These assets are reported at their revalued amounts, being the fair value at the date of valuation, less any subsequent accumulated depreciation and subsequent accumulated impairment losses where applicable.

The cost of items acquired during the financial year has been judged by management of the Library Board to materially represent their fair value at the end of the reporting period. For further information regarding fair value measurement, please refer to Note D1.

The JOL and ALA collections measured at fair value are comprehensively revalued at least once every five years. In the intervening years and where applicable, their previous valuations are materially kept up-to-date via the application of relevant indices. The application of such indices results in a valid estimation of the assets' fair values at reporting date. However, if a particular asset class experiences significant and volatile changes in fair value since the previous reporting period, that class is subject to specific appraisal in the reporting period, where practicable, regardless of the timing of the last specific appraisal.

No index has been applied in 2017–18 based on advice received from Pickles Valuation Services.

An independent revaluation of the JOL and ALA collections was undertaken as at 30 June 2017 to determine the fair value of these assets. The revaluation was conducted by Pickles Valuation Services and was done in accordance with the reporting requirements of Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector, NCAP 7 — Accounting for Library Collections Policy and NCAP 3 – Valuation of Assets; the Australian Accounting Standard Boards (AASB) Standards AASB 13, AASB 116, AASB 136, and State Library Accounting for Library Collections Policy.

Fair value for the Information Collection is determined using average replacement cost based on the average cost of purchases over the last five years. This cost is applied to all titles in the collection at year end in line with NCAP 7. The fair values reported are based on appropriate valuation techniques that maximise the use of available and relevant observable inputs and minimise the use of unobservable inputs.

Independent confirmation of the methodology used to value the Information collection is to be obtained by the State Library every 5 years as per NCAP 7. This confirmation was received as at 30 June 2017 from Pickles Valuation Services.

All other non-current assets are measured at cost in accordance with NCAPs 1-7.

Accounting for changes in Fair Value
Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation surplus of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation surplus relating to that asset class.

For assets revalued using a cost valuation approach (e.g. current replacement cost) — accumulated depreciation is adjusted to equal the difference between the gross amount and carrying amount, after taking into account accumulated impairment losses. This is generally referred to as the 'gross method'.

For assets revalued using a market or income-based valuation approach — accumulated depreciation and accumulated impairment losses are eliminated against the gross amount of the asset prior to restating for the revaluation. This is generally referred to as the 'net method'.

C4-4 Depreciation

Accounting Policy

Property, plant and equipment is depreciated using the straight line method so as to allocate the net cost or revalued amount of each asset, less any estimated residual value, progressively over the estimated useful life to the entity.

Key Judgement: Straight line depreciation is used as that is consistent with the even consumption of service potential; of these assets over their useful life to the Library Board.

Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the entity.

Depreciation Rates

For each class of depreciable assets, the following depreciation rates were used:

Class	Default Rate
Plant and equipment (>$5,000)	
Computers	20%–25%
Servers & Switches	20%
Audio equipment	20%-33%
Air conditioning	11%
Furniture (Grand Piano)	2%
Leasehold Improvements	10%
Office equipment	20%–33%

Depreciation of Collections
Depreciation is not applied to the reference collection based on the characteristics of the collection in accordance with NCAP 7. The useful life of the collection is sufficiently long that the resultant depreciation expense would be immaterial in amount.

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

C4
Property, plant and equipment *(cont'd)*

C4-5 Impairment

Accounting Policy

Indicators of Impairment and Determining Recoverable Amount

All non-current physical and intangible assets are assessed for indicators of impairment on an annual basis or, where the asset is measured at fair value, for indicators of a change in fair value/service potential since the last valuation was completed. Where indicators of a material change in fair value or service potential since last valuation arises, the asset is revalued at the reporting date under AASB 13 *Fair Value Measurement*. If an indicator of possible impairment exists, the Library Board determines the asset's recoverable amount under AASB 136 *Impairment of Assets*.

For all other remaining assets measured at cost, and assets within the economic entity held for the generation of cash flows, recoverable amount is equal to the higher of the fair value less costs of disposal and the asset's value in use.

Value in use is equal to the present value of the future cash flows expected to be derived from the asset, or where the Library Board no longer uses an asset and has made a formal decision not to reuse or replace the asset, the value in use is the present value of net disposal proceeds.

Recognising Impairment Losses

For assets measured at fair value, the impairment loss is treated as a revaluation decrease and offset against the asset revaluation surplus of the relevant class to the extent available. Where no asset revaluation surplus is available in respect of the class of asset, the loss is expensed in the statement of comprehensive income as a revaluation decrement.

For assets measured at cost, an impairment loss is recognised immediately in the statement of comprehensive income.

Reversal of Impairment Losses

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years.

For assets measured at fair value, to the extent the original decrease was expensed through the statement of comprehensive income, the reversal is recognised in income, otherwise the reversal is treated as a revaluation increase for the class of asset through asset revaluation surplus.

For assets measured at cost, impairment losses are reversed through income.

C4-6 Property, Plant and Equipment – Cost

	Economic Entity 2018 $'000	Economic Entity 2017 $'000	Parent Entity 2018 $'000	Parent Entity 2017 $'000
Heritage and Cultural Assets (Valuables):				
John Oxley and Australian Library of Art Collections				
At cost	344	–	344	–
At valuation	79,754	79,355	79,754	79,355
	80,098	79,355	80,098	79,355
Artworks	35	35	35	35
Total Heritage and Cultural Assets	80,133	79,390	80,133	79,390
Library Collections				
At cost	257	248	257	248
At valuation	41,389	42,215	41,389	42,215
	41,646	42,463	41,646	42,463
Plant and equipment:				
At cost	4,309	4,286	4,309	4,286
Less: Accumulated depreciation	(3,120)	(2,885)	(3,120)	(2,885)
	1,189	1,401	1,189	1,401
Total	**122,968**	**123,254**	**122,968**	**123,254**

	Economic Entity		Parent Entity	
	2018	2017	2018	2017
	$'000	$'000	$'000	$'000

The library has property, plant and equipment with an original cost of $2.185m that has been written down to a residual value of $47,595 still being used in the provision of services. Included in this is collection related software assets with an original cost of $0.716m and a residual value of $3,000.

The insured value of the expensed common use library collection is $8.400m (2017: $8.823m).

C4-7 Property Plant and Equipment – Balances and Reconciliations of Carrying Amount

Heritage and Cultural Assets (Valuables)
Level 3

Carrying amount at 1 July — at cost	–	298	–	298
Carrying amount at 1 July — at valuation	79,390	61,567	79,390	61,567
Acquisitions	343	302	343	302
Donations received	400	512	400	512
Net revaluation increments/(decrements)	–	16,711	–	16,711
Carrying amount at end of financial year	**80,133**	**79,390**	**80,133**	**79,390**

Library Collections
Level 3

Carrying amount at 1 July — at cost	248	261	248	261
Carrying amount at 1 July — at valuation	42,215	42,292	42,215	42,292
Acquisitions	257	248	257	248
Net revaluation increments/(decrements)	(1,074)	(338)	(1,074)	(338)
Carrying amount at end of financial year	**41,646**	**42,463**	**41,646**	**42,463**

Plant and Equipment

Carrying amount at 1 July — at cost	1,401	1,758	1,401	1,758
Acquisitions	266	162	265	162
Disposals	(23)	(2)	(23)	(2)
Depreciation expense	(455)	(517)	(455)	(517)
Carrying amount at end of financial year	**1,189**	**1,401**	**1,189**	**1,401**

Total

Carrying amount at 1 July — at cost	1,649	2,317	1,649	2,317
Carrying amount at 1 July — at valuation	121,605	103,859	121,605	103,859
Acquisitions	866	712	866	712
Donations received	400	512	400	512
Disposals	(23)	(2)	(23)	(2)
Net revaluation increments/(decrements)	(1,074)	16,373	(1,074)	16,373
Depreciation expense	(455)	(517)	(455)	(517)
Carrying amount at end of financial year	**122,968**	**123,254**	**122,968**	**123,254**

	Economic Entity		Parent Entity	
	2018 $'000	2017 $'000	2018 $'000	2017 $'000

C5
Payables

Current				
Trade creditors	908	610	908	610
Accrued expenses	820	968	822	1,014
Total	**1,728**	**1,578**	**1,730**	**1,624**

Accounting Policy — Payables
Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the nominal amount i.e. agreed purchase/contract price, net of applicable trade and other discounts. Amounts owing are unsecured.

C6
Accrued employee benefits

Recreation leave	2,259	2,297	2,259	2,297
Paid parental leave	(55)	(59)	(55)	(59)
Long service leave levy payable	123	121	123	121
Wages outstanding	434	379	434	379
Superannuation payable	–	8	–	8
Total	**2,761**	**2,746**	**2,761**	**2,746**

Accounting Policy — Accrued Employee Benefits
No provision for long service leave is recognised in the financial statements as the liability is held on whole-of-government basis and reported in those financial statements pursuant to AASB 1049 *Whole of Government and General Government Sector Financial Reportin*g.

C7
Equity

C7-1   Contributed Equity

Accounting Policy
Interpretation 1038 *Contributions by Owners Made to Wholly Owned Public Sector Entities* specifies the principles for recognising contributed equity by the Library Board. The following items are recognised as contributed equity by the Library Board during the reporting and comparative years:

- Appropriations for equity adjustments
- Non-reciprocal transfers of assets and liabilities between wholly-owned Queensland State Public Sector entities as a result of machinery-of-Government changes

C7-2   Asset Revaluation Surplus by Asset Class

Accounting Policy
The asset revaluation surplus represents the net effect of upwards and downwards revaluations of assets to fair value.

	Economic & Parent Entity		
	Library Collections $'000	Heritage & Cultural Assets $'000	Total $'000
	2017		
Balance 1 July 2016	3,204	51,502	54,706
Revaluation increment/(decrement)	(338)	16,711	16,373
Balance 30 June 2017	**2,866**	**68,213**	**71,079**
	2018		
Balance 1 July 2017	2,866	68,213	71,079
Revaluation increment/(decrement)	(1,074)	–	(1,074)
Balance 30 June 2018	**1,792**	**68,213**	**70,005**

D1
Fair value measurement

D1-1 Accounting Policies and Inputs for Fair Values

What is Fair Value?

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from observable inputs or estimated using another valuation technique.

Observable inputs are publicly available data that are relevant to the characteristics of the assets/liabilities being valued. Observable inputs used by the Library Board include, but are not limited to, published sales data for heritage and cultural assets.

Unobservable inputs are data, assumptions and judgements that are not available publicly, but are relevant to the characteristics of the assets/liabilities being valued. Significant unobservable inputs used by the State Library include, but are not limited to, subjective adjustments made to observable data to take account of the characteristics of the Library Board's assets/liabilities and assessments of their physical condition and remaining useful lives. Unobservable inputs are used to the extent that sufficient relevant and reliable observable inputs are not available for similar assets/liabilities.

A fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use.

Fair Value Measurement Hierarchy

Details of assets and liabilities measured under each category of fair value are set out in the tables at Note C4-7.

All assets and liabilities of the Library Board for which fair value is measured or disclosed in the financial statements are categorised within the following fair value hierarchy, based on the data and assumptions used in the most recent specific appraisals:

- level 1 – represents fair value measurements that reflect unadjusted quoted market prices in active markets for identical assets and liabilities;
- level 2 – represents fair value measurements that are substantially derived from inputs (other than quoted prices included within level 1) that are observable, either directly or indirectly; and
- level 3 – represents fair value measurements that are substantially derived from unobservable inputs.

None of the Library Board's valuations of assets or liabilities are eligible for categorisation into level 1 or level 2 of the fair value hierarchy. There were no transfers of non-financial assets between fair value hierarchy levels during the period.

More specific fair value information about the Library Board's Property, Plant and Equipment is outlined in Note C4-3.

D1-2 Basis for Fair Values of assets and liabilities

Heritage and Cultural Assets

Effective Date of Last Specific Appraisal: 30/6/17

Valuation Approach: Market based assessment

Inputs: The collection was valued using level 3 observable inputs. Auction records, International and Australian dealer's catalogues, book seller's pricelists, and offerings on the internet. PVS has subscription services to ABPC (American Book Price Current), Rare Book Hub, AASD (Australian Art Sales Digest), and Findlotsonline as well as a number of auction houses. Descriptions and notes for items were attained from State Libraries One Search database.

Where market prices could not be easily established the value was determined using the price of a similar asset.

Current year Valuation Activity:

The JOL and ALA collections measured at fair value are comprehensively revalued at least once every five years. In the intervening years and where applicable, their previous valuations are materially kept up-to-date via the application of relevant indices. The application of such indices results in a valid estimation of the assets' fair values at reporting date. However, if a particular asset class experiences significant and volatile changes in fair value since the previous reporting period, that class is subject to specific appraisal in the reporting period, where practicable, regardless of the timing of the last specific appraisal.

Advice was sought from Pickles Valuation Service as to any index that should be applied since the comprehensive independent revaluation in 2017. The advice received was that no index was to be applied in the 2017–18 financial year.

Library Collections

Effective Date of Last Specific Appraisal: 30/6/18

Valuation Approach: Internal valuation based on purchase data collected as per NCAP 7.

Inputs: Purchase data over the past 5 years by category and sub-category along with collection counts.

Current year Valuation Activity: Library Collections are valued on an annual basis by management in line with Queensland Treasury's Non-Current Asset Accounting Policies for the Queensland Public Sector. The State Library uses acquisition records for the previous 5 years in calculating average purchase prices which are then applied to titles within the Library Collection.

D2
Financial risk disclosures

D2-1 Accounting Policy

Recognition

Financial assets and financial liabilities are recognised in the Statements of Financial Position when the Library Board becomes party to the contractual provisions of the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Receivables — held at amortised cost;
- Payables — held at amortised cost.
- Cash and cash equivalents — fair value through profit and loss

The Library Board does not enter into transactions for speculative purposes, nor for hedging.

All other disclosures relating to the measurement and financial risk management of financial instruments held by the State Library are included further in this Note.

D2-2 Financial Instrument Categories

The Library Board has the following categories of financial assets and financial liabilities:

Category	Note	Economic Entity 2018 $'000	Economic Entity 2017 $'000	Parent Entity 2018 $'000	Parent Entity 2017 $'000
Financial Assets					
Cash and cash equivalents	C1	19,604	18,860	13,522	12,893
Receivables	C2	1,139	1,034	1,153	1,252
Total		**20,743**	**19,894**	**14,675**	**14,145**
Financial Liabilities					
Payables	C5	1,728	1,578	1,730	1,624
Total		**1,728**	**1,578**	**1,730**	**1,624**

No financial assets and financial liabilities have been offset and presented net in the Statements of Financial Position.

D2-3 Financial Risk Management

Risk Exposure

Financial risk management is implemented pursuant to Government and Library Board policy. These policies focus on the unpredictability of financial markets and seek to minimise potential adverse effects on the financial performance of the Library Board.

All financial risk is managed by Executive Management under policies approved by the Library Board. The Library Board provides written principles for overall risk management, as well as policies covering specific areas.

The Library Board's activities expose it to a variety of financial risks as set out in the following table:

Risk Exposure	Definition	Exposure
Credit Risk	Credit risk exposure refers to the situation where the Library Board may incur financial loss as a result of another party to a financial instrument failing to discharge their obligation.	The Library Board is exposed to credit risk in respect of its receivables (Note C2).
Liquidity Risk	Liquidity risk refers to the situation where the Library Board may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.	The Library Board is exposed to liquidity risk in respect of its payables (Note C5).
Interest Risk	Interest risk refers to the situation where the Library Board may have reduced revenue due to the reduction of interest rates for invested funds.	The Library Board is exposed to Interest Risk in respect of its investments (Note C1).

Risk Measurement and Management Strategies

The Library Board measures risk exposure using a variety of methods as follows:

Risk Exposure	Measurement method	Risk Management Strategies
Credit Risk	Ageing analysis	The Library Board aims to reduce the exposure to credit risk through the monitoring of outstanding amounts on a regular basis.
Liquidity Risk	Government revenue is received in advance. Other revenues and expenses closely monitored.	This strategy aims to reduce the exposure to liquidity risk by ensuring the Library Board has sufficient funds available to meet employee and supplier obligations as they fall due.
Interest Risk	Interest rate sensitivity analysis	The Library Board aims to reduce this exposure though the monitoring of interest rates available from various financial institutions.

Measurement — Fair Value

The carrying value of trade receivables, less any allowance for impairment, and payables is assumed to approximate fair value.

D3
Contingencies

There are no known material contingent assets or liabilities at balance date.

D4
Commitments

	Economic Entity		Parent Entity	
	2018	2017	2018	2017
Capital Expenditure Commitments	$'000	$'000	$'000	$'000
Non-cancellable operating lease commitments				
Commitments under operating leases at reporting date				
(inclusive of non-recoverable GST input tax credits) are payable:				
Not later than one year	515	502	515	502
Later than one year but not later than five years	2,225	1,941	2,225	1,941
Later than five years	2,297	2,976	2,297	2,976
	5,037	**5,419**	**5,037**	**5,419**

Operating leases are entered into as a means of acquiring access to office accommodation necessary for effective operations. Lease payments are generally fixed, but with escalation clauses on which contingent rentals are determined.

No renewal or purchase options exist in relation to operating leases and no operating leases contain restrictions on financing or other leasing activities.

Expenditure Commitments				
Payable				
Not later than one year*	2,699	3,304	2,209	3,002
Later than one year and not later that five years*	1,074	1,081	979	930
	3,773	**4,385**	**3,188**	**3,932**

* Includes *Q ANZAC 100* Project funding

D5
Events after the balance date

There were no significant events occurring after the balance date.

D6
Future impact of accounting standards not yet effective

At the date of authorisation of the financial report, the expected impacts of new or amended Australian Accounting Standards issued but with future commencement dates are set out below:

AASB 1058 *Income of Not-for-Profit Entities* and AASB 15 *Revenue from Contracts with Customers*

These standards will apply to the Library Board for its financial statements from 2019–20.

The Library Board has commenced analysing the new revenue recognition requirements under these standards and is yet to form conclusions about significant impacts. Potential future impacts identifiable at the date of this report are as follows:

- grants received to construct a non financial asset will be recognised as a liability, and subsequently progressively recognised as revenue as the Library Board satisfies its performance obligations under the grant. At present such grants are recognised as revenue upfront.

- under the new standards other grants presently recognised as revenue upfront may be eligible to be recognised as revenue progressively as the associated performance obligations are satisfied, but only if the associated performance obligations are enforceable and sufficiently specific. The Library Board is yet to evaluate the existing grant arrangements as to whether revenue from those grants could be deferred under the new requirements.

- grants that are not enforceable and or sufficiently specific will not qualify for deferral, and continue to be recognised as revenue as soon as they are controlled. The Library Board receives several grants for which there are no sufficiently specific performance obligations, so these grants will continue to be recognised as revenue upfront.

- depending on the respective contractual terms, the new requirements will potentially result in a change to the timing of revenue from sales to the Library Board's goods and services such that some revenue may need to be deferred to a later reporting period to the extent that the Library Board has received cash but has not met its associated obligations (such amounts would be reported as a liability in the meantime). The Library Board is yet to complete its analysis of existing arrangements for sale of its goods and services, but at this stage does not expect a significant impact on its present accounting practices.

- a range of new disclosures may be required by the new standards in respect of the Library Board's revenue.

AASB 9 *Financial Instruments* and AASB 2014-7 *Amendments to Australian Accounting Standards arising from AASB 9* (December 2014)

These standards will first apply to the Library Board for its financial statements from 2018–19 with a 1 July 2018 date of transition. The main impact of these standards are that they will change the requirements for the classification, measurement, impairment and disclosures associated with the Library Board's financial assets. AASB 9 will introduce different criteria for whether financial assets can be measured at amortised cost or fair value.

The Library Board has reviewed the impact of AASB 9 on the classification and measurement of its financial assets. The following summarises the estimated impact (or ranges of estimates) of AASB 9 will change the categorisation and valuation of the amounts reported in Note D2-2:

There will be no change to either the classification or valuation of the cash and cash equivalent item.

- The Library Board's current receivables are short term in nature and as such, the carrying amount is expected to be a reasonable approximation of fair value. Changes in the fair value of those assets will be reflected in the Library Board's operating result.

- In relation to calculating impairment losses for the Library Board's receivables, as they don't include a significant financing component, impairment losses will be determined according to the amount of lifetime expected credit losses.

- The Library Board will not need to restate comparative figures for financial instruments on adopting AASB 9 as from 2018–19. However changed disclosure requirements will apply from that time. A number of one-off disclosures will be required in the 2018–19 financial statements to explain the impact of adopting AASB 9. The most likely ongoing disclosure impacts are expected to relate to the credit risk of financial assets subject to impairment.

AASB 16 *Leases*

This standard will first apply to the Library Board for its financial statements from 2019–20. When applied the standard supersedes AASB 117 *Leases*, AASB Interpretation 4 *Determining whether an arrangement contains a Lease*, AASB Interpretations 115 *Operating Leases — Incentives* and AASB Interpretation 127 *Evaluating the Substance of Transactions Involving the Legal Form of a Lease*.

Impact for Lessees
Unlike AASB 117 *Leases*, AASB 16 introduces a single lease accounting model for lessees. Lessees will be required to recognise a right-of-use asset (representing rights to use the underlying leased asset) and a liability (representing the obligation to make lease payments) for all leases with a term of more than 12 months, unless the underlying assets are of low value.

In effect, the majority of operating leases (as defined by the current AASB 117) will be reported on the Statements of Financial Position under AASB 16. It is expected there will be a significant increase in assets and liabilities for State Library in proportion to the scale of the State Library's leasing activities.

The right-of-use asset will be initially recognised at cost, consisting of the initial amount of the associated lease liability, plus any lease payments made to the lessor at or before the effective date, less any lease incentive received, the initial estimate of the restoration costs and any initial direct costs incurred by the lessee. The right-of-use asset will give rise to a depreciation expense.

The lease liability will be initially recognised at an amount equal to the present value of the lease payments during the lease term that are not yet paid. Current operating lease rental payments will no longer be expensed in the Statements of Comprehensive Income. They will be apportioned between a reduction in the recognised lease liability and the implicit finance charge (the effective rate of interest) in the lease. The finance cost will also be recognised as an expense.

AASB 16 allows a 'cumulative approach' rather than full retrospective application to recognising existing operating leases. If a lessee chooses to apply the 'cumulative approach', it does not need to restate comparative information. Instead the cumulative effect of applying the standard is recognised as an adjustment to the opening balance of accumulative surplus (or other component of equity, as appropriate) at the date of initial application. The Library Board will await further guidance from Queensland Treasury on the transitional accounting method to be applied.

The Library Board has not yet quantified the impact on the Statements of Comprehensive Income or the Statements of Financial Position of applying AASB 16 to its current operating leases, including the extent of additional disclosure required.

All other Australian accounting standards and interpretations with future effective dates are either not applicable to the Library Board's activities, or have no material impact on the Library Board.

	Economic Entity		
	2018 Actual $'000	**2018 Original Budget $'000**	**Budget Variance $'000**

E1
Budgetary reporting disclosures

This section contains explanations of major variances between the Library Board's actual 2017–18 financial results and the original budget presented to Parliament.

E1-1   Budget to actual comparison — Statement of Comprehensive Income

	2018 Actual $'000	**2018 Original Budget $'000**	**Budget Variance $'000**
Income from Continuing Operations			
Revenue			
User charges	3,982	3,809	173
Grants and other contributions	73,749	72,663	1,086
Other	768	675	93
Total Income from Continuing Operations	**78,499**	**77,147**	**1,352**
Expenses from Continuing Operations			
Employee expenses	27,604	29,561	(1,957)
Supplies and services	22,125	21,211	914
Grants and subsidies	25,368	25,612	(244)
Depreciation and amortisation	455	548	(93)
Other expenses	355	195	160
Losses on sale/revaluation of assets	-	20	(20)
Total Expenses from Continuing Operations	**75,907**	**77,147**	**(1,240)**
Operating Result from Continuing Operations	**2,592**	**–**	**2,592**
Other Comprehensive Income			
Items that will not be reclassified to Operating Result:			
Decrease in Asset Revaluation Reserve	(1,074)	–	(1,074)
Total Other Comprehensive Income	**(1,074)**	**–**	**(1,074)**
Total Comprehensive Income	**1,518**	**–**	**1,518**

E1-2   Explanation of Major Variances — Statement of Comprehensive Income

Grants and other contributions
The actual figure is higher than the original budget largely because of the recognition of 'goods received below fair value' revenue for: legal deposit collections; and the value of in-kind revenue from partnership agreements.

Employee expenses:
The actual figure is lower than the original budget principally due to a delay in filling vacant positions while an organisational realignment is completed.

Supplies and services:
The actual figure is higher than the original budget largely because of the value of in-kind expenditure provided towards partnership agreements.

Decrease in asset revaluation surplus:
During 2017–18, the average purchase prices over the past 5 years for the Information Collection reduced leading to a reduced value of that collection.

	Economic Entity		
	2018 Actual $'000	2018 Original Budget $'000	Budget Variance $'000

E1-3 Budget to actual comparison — Statement of Financial Position

Current Assets			
Cash and cash equivalents	19,604	14,974	4,630
Receivables	1,139	869	270
Inventories	193	303	(110)
Other	1,250	765	485
Total Current Assets	**22,186**	**16,911**	**5,275**
Non-Current Assets			
Intangible assets	9,520	8,628	892
Property, plant and equipment	122,968	109,833	13,135
Total Non-Current Assets	**132,488**	**118,461**	**14,027**
Total Assets	**154,674**	**135,372**	**19,302**
Current Liabilities			
Payables	1,728	1,827	(99)
Accrued employee benefits	2,761	2,458	303
Other	305	311	(6)
Total Current Liabilities	**4,794**	**4,596**	**198**
Total Liabilities	**4,794**	**4,596**	**198**
Net Assets	**149,880**	**130,776**	**19,104**

E1-4 Explanation of Major Variances — Statement of Financial Position

Cash and cash equivalents:
The variance between the cash budget and the actual is due to the unplanned surplus of $2.6m, partly due to lower than expected salaries resulting from delays to recruitment from an organisational realignment. In addition purchases of plant and equipment were delayed, resulting in higher cash.

Property, plant and equipment:
During 2016–17, an assessment of microfilm assets held within the JOL and ALA collections currently valued 'per title' was found to not represent the fair value of these assets. An independent valuation of these assets based on the number of microfilm rolls held was completed which resulted in an increase of $16.112m in 2016–17 which was not completed in time for inclusion in the original 2017–18 budget.

	Variance Note	Economic Entity 2018 Actual $'000	2018 Original Budget $'000	Budget Variance $'000

E1
Budgetary reporting disclosures *(cont'd)*

E1-5   Budget to actual comparison — Statement of Cash Flows

Cash flows from operating activities				
Inflows:				
User charges		3,609	4,232	(623)
Grants and other contributions		65,154	65,485	(331)
GST collected from customers		474	–	474
GST input tax credits from ATO		1,379	–	1,379
Interest receipts		733	675	58
Other		477	311	166
Outflows:				
Employee expenses		(27,573)	(29,561)	1,988
Supplies and services		(14,368)	(14,033)	(335)
Grants and subsidies		(25,368)	(25,612)	245
GST paid to suppliers		(1,431)	–	(1,431)
GST remitted to ATO		(494)	–	(494)
Other		(330)	(929)	599
Net cash provided by operating activities		**2,262**	**568**	**1,694**
Cash flows from investing activities				
Inflows:				
Sale of non-financial assets		–	(20)	20
Outflows:				
Payment for non-financial assets		–	(1,934)	1,934
Payments for valuables		(343)	–	(343)
Payments for library collection		(257)	–	(257)
Payments for property, plant and equipment		(266)	–	(266)
Proceeds from disposal of property, plant and equipment		32	–	32
Payments for intangibles		(684)	–	(684)
Net cash used in investing activities		**(1,518)**	**(1,954)**	**436**
Net (decrease)/increase in cash and cash equivalents		**744**	**(1,386)**	**2,130**
Cash and cash equivalents — opening balance		**18,860**	**16,360**	**2,500**
Cash and cash equivalents — closing balance		**19,605**	**14,974**	**4,630**

E1-6   Explanation of Major Variances — Statement of Cash Flows

Net Cash provided by operating activities
The variance between the net cash budget and the actual is due to the unplanned surplus of $2.6M, partly due to lower than expected salaries resulting from delays to recruitment from an organisational realignment.

Payments for non-financial assets
The original budget does not include a breakdown across the asset categories and therefore variances to actual are overstated within each category. Overall, the original budget is higher than the actual for investing activities mainly due to delays to property plant and equipment replacement.

F1
Key management personnel (KMP) disclosures

F1-1 Details of Key Management Personnel

As from 2016–17, the State Library's responsible Minister is identified as part of the State Library's KMP, consistent with additional guidance included in the revised version of AASB 124 *Related Party Disclosures*. That Minister is the Minister for the Environment and the Great Barrier Reef, Minister for Science and Minister for the Arts.

The following details for non-Ministerial Key Management personnel include those positions that had authority and responsibility for planning, directing and controlling the activities of the agency during 2016–17 and 2017–18 as part of the Executive Management Team. Further information on these positions can be found in the body of the Annual Report under the section relating to Executive Management.

Position	Position Responsibility
State Librarian and CEO	The State Librarian and CEO is responsible for the proper and sound management of the State Library, under the authority of the Library Board of Queensland.
Executive Director, Corporate Governance and Operations	The Executive Director, Corporate Governance and Operations is responsible for providing a range of organisational services that underpin and support the State Library's activities.
Executive Director, Content and Client Services	The Executive Director, Content and Client Services is responsible for providing clients of the State Library with physical and virtual access to the state's diverse collections and services.
Executive Director, Public Libraries and Engagement	The Executive Director, Public Libraries and Engagement is responsible for providing support for local government and communities to deliver library services in over 340 library and Indigenous Knowledge Centre (IKC) service points in Queensland.

The following changes to position titles occurred during 2017–18:

The following positions were reported as KMP in 2016–17, but are not required in 2017–18 as they are no longer members of the Executive Management Team.
Executive Director, Engagement and Partnerships
Executive Manager, Communications
Executive Manager, People and Planning
Director, Queensland Library Foundation

F1
Key management personnel (KMP) disclosures *(cont'd)*

F1-2   Remuneration Policies

Ministerial remuneration entitlements are outlined in the Legislative Assembly of Queensland's Members' Remuneration Handbook. The Library Board does not bear any cost of remuneration for it's Minister. The majority of Ministerial entitlements are paid by the Legislative Assembly, with the remaining entitlements being provided by Ministerial Services Branch within the Department of the Premier and Cabinet. As all Ministers are reported as KMP of the Queensland Government, aggregate remuneration expenses for all Ministers is disclosed in the Queensland General Government and Whole of Government Consolidated Financial Statements which are published as part of Queensland Treasury's Report on State Finances.

State Library executives and senior managers employed by the Library Board are paid at rates set by Government for Senior Executives and Senior Officers. These executives are engaged as employees under the *Libraries Act 1988 (Qld)* or as executives under the *Public Service Act 2008* on renewable contracts or as tenured senior officers.

Remuneration policy for the Library's Key Management personnel is set by the Queensland Public Service Commission as provided for under the *Public Service Act 2008*. Individual remuneration and other terms of employment (including motor vehicle entitlements and performance payments if applicable) are specified in employment contracts.

F1-3   KMP Remuneration Expense

The following disclosures focus on the expenses incurred by the State Library that is attributable to key management positions during the respective reporting periods. Therefore, the amounts disclosed reflect expenses recognised in the Statement of Comprehensive Income.

Remuneration expenses for key management personnel comprise the following components:

Short term employee expenses which include:

• salaries, allowances and leave entitlements earned and expensed for the entire year, or for that part of the year during which the employee occupied a KMP position;

• performance payments recognised as an expense during the year; and

• non-monetary benefits — consisting of provision of vehicle together with fringe benefits tax applicable to the benefit.

Long term employee expenses include amounts expensed in respect of long service leave entitlements earned.

Post-employment expenses include amounts expensed in respect of employer superannuation obligations.

Termination benefits are not provided for within individual contracts of employment. Contracts of employment provide only for notice periods or payment in lieu of notice on termination, regardless of the reason for termination.

Position	Short Term Employee Expenses		Long Term Employee Expenses $'000	Post Employment Expenses $'000	Termination Benefits $'000	Total Expenses $'000
	Monetary Expenses $'000	Non-Monetary Benefits $'000				
1 July 2017 – 30 June 2018						
State Librarian & CEO						
Current	295	7	6	35	–	343
Temporary Relieving	28	–	1	2	–	31
Executive Director, Corporate Governance and Operations						
Current	191	7	4	20	–	222
Temporary Relieving	3	–	–	–	–	3
Executive Director, Content and Client Services						
Current	172	7	4	18	–	201
Executive Director, Public Libraries and Engagement						
Current	175	7	4	19	–	205
Temporary Relieving	3	–	–	–	–	3
Total Remuneration	**867**	**28**	**19**	**94**	**–**	**1,008**
1 July 2016 – 30 June 2017						
State Librarian and CEO						
Current	241	–	5	28	–	274
Former (acting from 20/10/15 to 24/11/15; appointed from 27/11/15 until 02/09/2016)	42	–	1	5	–	48
Temporary Relieving	10	–	–	1	–	11
Executive Director, Corporate Governance and Operations						
Current	194	5	4	20	–	223
Temporary Relieving	5	–	–	1	–	6
Executive Director, Content Development						
Current	53	–	1	4	–	58
Former	135	–	40	13	2	190
Executive Director, Regional Access and Public Libraries						
Current	172	–	4	18	–	194
Executive Director, Engagement & Partnerships						
Current	167	–	4	18	–	189
Temporary Relieving	9	–	–	1	–	10
Executive Manager, Communications						
Current	56	–	1	7	–	64
Former	66	–	1	8	10	85
Executive Manager, People and Planning						
Current	138	–	3	15	–	156
Temporary Relieving	3	–	–	–	–	3
Director, Queensland Library Foundation						
Current	118	–	2	14	–	134
Total Remuneration	**1,408**	**5**	**67**	**152**	**12**	**1,644**

F1
Key management personnel (KMP) disclosures *(cont'd)*

F1-4 Library Board Remuneration

Library Board Fees, including both sitting fees and special assignment fees totalled $44,000 (2017: $36,666). Other fees such as fringe benefits tax, payroll tax, travel, catering and printing totalled $32,172 (2017: $27,609). The total cost of Library Board operations was therefore $76,172 (2017: $64,275).

Fees paid to members of the Library Board are in accordance with the guidelines provided for the Remuneration Procedures For Part-Time Chairs and Members of Queensland Government Bodies. These amounts exclude expenses associated with the hosting and transport to meetings.

Remuneration of Board members was as follows:

Name	Member From	Member To	2018	2017
Professor Andrew Griffiths (Chairperson)	March 2014		$15,000	$6,667
Cr Julia Leu	August 2016		$–	$–
Linda Apelt	March 2017		$1,000	$1,333
Emeritus Professor Tom Cochrane AM	March 2017		$5,000	$1,667
Dr Anita Heiss	March 2017		$4,000	$1,333
Professor Marek Kowalkiewicz	March 2017		$5,000	$1,667
Malcolm McMillan	March 2017		$4,000	$1,333
Dr Sandra Philips	March 2017		$4,000	$1,333
Bob Shead	March 2017		$6,000	$2,000
Emeritus Professor Roland Sussex OAM	November 2009	February 2017	$–	$3,333
Heather Linaker	March 2014	February 2017	$–	$3,333
Adjunct Professor Joan Sheldon AM	March 2014	February 2017	$–	$2,667
Matthew McDonnell	April 2008	February 2017	$–	$4,000
Scott Reid	February 2011	February 2017	$–	$3,333
Associate Professor Grace Sarra	February 2008	February 2017	$–	$2,667
Total			**$44,000**	**$36,666**

F2
Related party transactions

Transactions with people/entities related to KMP

The Library Board did not engage in any transactions, contracts or employment related activities with any people or entities related to Key Management Personnel.

Transactions with other Queensland Government-controlled entities

The Library Board's primary ongoing source of funding from Government for its services is recurrent grants (Note B1-2) which is provided in cash via the Department of Environment and Science.

The Library Board also receives grant funding for specific projects, provided in cash, via the Department of Environment and Science.

The Library Board's South Bank buildings are leased from Arts Queensland, free of charge with the fair value recognised as a non-cash contribution (Notes B1-2 and B2-2). Other buildings and motor vehicles are leased via the Department of Housing and Public Works under commercial arrangements (Note B2-2).

The Library Board receives administrative and facilities support on a fee for service basis from the Department of Environment and Science via the Corporate Administration Agency and Arts Queensland (Note B2-2).

The grants provided by the Library Board (Note B2-3) are annual grants to the Queensland Local Governments for the provision of Library Services to the people of Queensland.

F3
First year application of new accounting standards or change in policy

Changes in Accounting Policy

The Library Board did not voluntarily change any accounting policies during the financial year.

Accounting Standards Early Adopted

No Australian Accounting Standards have been early adopted for 2017–18.

Accounting Standards Applied for the First Time

AASB 2016-2 *Amendments to Australian Accounting Standards* — Disclosure Initiative: Amendments to AASB 107 requires the disclosure of information that will allow users to understand changes in liabilities arising from financing activities. This amendment had no impact on the Library Board as it did not engage in any financing activities during the financial year.

AASB 2016-4 *Amendments to Australian Accounting Standards* — Recoverable Amount of Non-Cash Generating Specialised Assets for not-for-profit entities simplified and clarified the impairment testing requirements under AASB 136 for non-cash generating assets held by NFP entities. This amendment has not changed any reported amounts. References to the Depreciated Replacement Costs have been replaced with Current Replacement Costs in line with these amendments.

AASB 2017-2 *Amendments to Australian Accounting Standards* — Further Annual Improvements 2014–16 Cycle clarifies the scope of AASB 12 by specifying that the disclosure requirements of AASB 12 apply to an entity's interests in other entities that are classified as held for sale, held for distribution to owners in their capacity as owners or discontinued operations in accordance with AASB 5. This amendment had no effect as the Library Board had no interest in relevant entities held for sale or discontinued operations.

F4
Taxation

The Library Board is a State body as defined under the Income Tax Assessment Act 1936 and is exempt from Commonwealth taxation with the exception of Fringe Benefits Tax (FBT) and Goods and Services Tax (GST). FBT and GST are the only Commonwealth taxes accounted for by the Library Board. The Library Board is a Deductible Gift Recipient for taxation purposes.
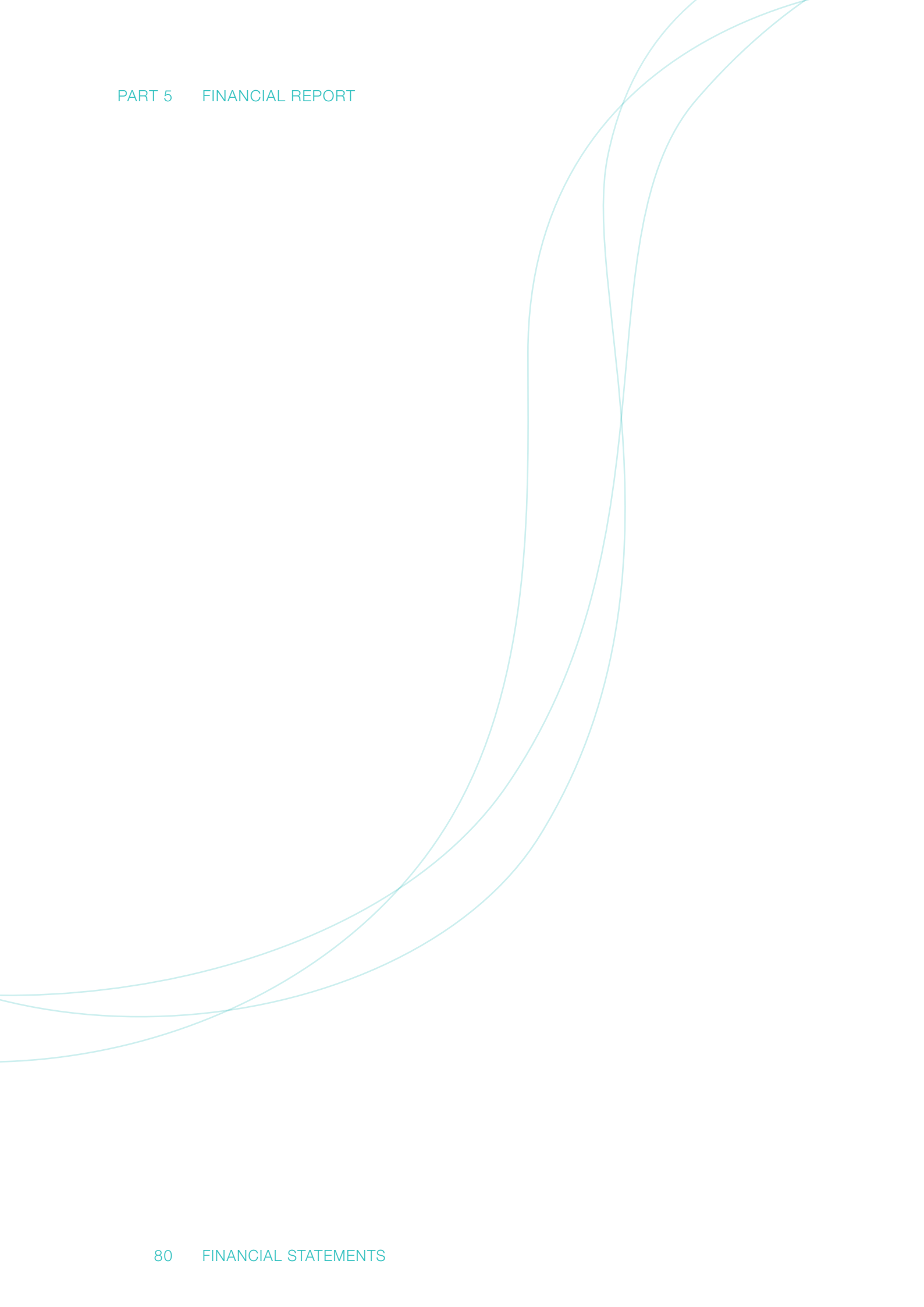
Certificate of the Library Board of Queensland

These general purpose financial statements have been prepared pursuant to section 62(1) of the *Financial Accountability Act 2009* (the Act), section 43 of the *Financial and Performance Management Standard 2009* and other prescribed requirements. In accordance with section 62(1)(b) of the Act we certify that in our opinion:

(a) the prescribed requirements for the establishment and keeping the accounts have been complied with in all material respects; and

(b) the statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Library Board and the consolidated entity for the financial year ended 30 June 2018, and of the financial position of the entity at the end of that year; and

(c) these assertions are based on an appropriate system of internal controls and risk management processes being effective, in all material respects, with respect to financial reporting throughout the reporting period.

Professor Andrew Griffiths
Chairperson
Library Board of Queensland
Date: 21 August 2018

Vicki McDonald
State Librarian and CEO
State Library of Queensland
Date: 21 August 2018

Rita McLucas
Executive Director, Corporate Governance and Operations
State Library of Queensland
Date: 21 August 2018

Independent Auditor's Report

Queensland Audit Office
Better public services

To the Members of Library Board of Queensland

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Library Board of Queensland (the parent) and its controlled entity (the group).

In my opinion, the financial report:

a) gives a true and fair view of the parent's and group's financial position as at 30 June 2018, and their financial performance and cash flows for the year then ended

b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2009 and Australian Accounting Standards.

The financial report comprises the statements of financial position as at 30 June 2018, the statements of comprehensive income, statements of changes in equity and statements of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the certificate given by the Chairperson, State Librarian and CEO and Executive Director, Corporate Governance and Operations.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the 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 parent and group in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

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

Other information

Other information comprises the information included in the group's annual report for the year ended 30 June 2018 but does not include the financial report and my auditor's report thereon. Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

I have nothing to report in this regard.

Responsibilities of the entity for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2009 and Australian Accounting Standards, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the parent's and group's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the parent or group or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

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 the 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 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 the 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 expressing an opinion on the effectiveness of the parent's and group's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the group .

- Conclude on the appropriateness of the parent's and group'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 parent's or group'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 my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the parent or group 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.

- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the audit of the group. I remain solely responsible for my audit opinion.

I communicate with the Board regarding, 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 my audit.

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2018:

a) I received all the information and explanations I required.

b) In my opinion, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

QUEENSLAND
2 7 AUG 2018
AUDIT OFFICE

Bhavik Deoji
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

APPENDIX A:
Functions of the Library Board

The functions of the Library Board, as set out in Section 20(1) of the *Libraries Act 1988*, are:

(a) to promote the advancement and effective operation and coordination of public libraries of all descriptions throughout the state

(b) to encourage and facilitate the use of public libraries of all descriptions throughout the state

(c) to promote mutual cooperation among persons and bodies in Queensland responsible for libraries of all descriptions and between such persons and bodies in Queensland and outside Queensland to enhance library and archival collections generally and to encourage their proper use

(d) to control, maintain and manage State Library, to enhance, arrange and preserve the library, archival and other resources held by it and to exercise administrative control over access to the resources

(e) to control, manage and maintain all lands, premises and other property vested in or placed under the control of the board

(f) to supervise in their duties all persons —
(i) performing work for the board under a work performance arrangement
(ii) appointed or employed under this Act

(g) to collect, arrange, preserve and provide access to a comprehensive collection of library, archival and other resources relating to Queensland or produced by Queensland authors

Paragraph (h) is intentionally omitted

(i) to provide advice, advisory services and other assistance concerning matters connected with libraries to local governments or other public authorities

(j) to perform the functions given to the board under another Act

(k) to perform functions that are incidental, complementary or helpful to, or likely to enhance the effective and efficient performance of, the functions mentioned in paragraphs (a) to (j)

(l) to perform functions of the type to which paragraph (k) applies and which are given
to the board in writing by the Minister.

The general powers of the Library Board are set out in section 22 of the *Libraries Act* as follows:

(1) For performing its functions, the board has all the powers of an individual and may,
for example —
(a) enter into arrangements, agreements, contracts and deeds; and
(b) acquire, hold, deal with and dispose of property; and
(c) engage consultants; and
(d) appoint agents and attorneys; and
(e) charge, and fix terms, for goods, services, facilities and information supplied by it; and
(f) do anything else necessary or desirable to be done in performing its functions.

(2) Without limiting subsection (1), the board has the powers given to it under this or another Act.

(3) The board may exercise its powers inside and outside Queensland, including outside Australia.

(4) In this section — *power* includes legal capacity

PART 6:
Appendices

Lifestyle: a sunshine state of mind. Photo by Joe Ruckli.

APPENDIX B:
Library Board member biographies

Chairperson

Professor Andrew Griffiths

Andrew Griffiths is the Executive Dean, Faculty of Business, Economics and Law at The University of Queensland, and holds the Chair in Business Sustainability and Strategy, and is the current Chair of the Library Board of Queensland.

He is an internationally recognised scholar with research areas including the management of corporate change and innovation, and strategic issues relating to the pursuit of corporate sustainability and innovation. Andrew has published four books and had works published in *The Academy of Management Review* and the *Journal of Management Studies*.

Members

Emeritus Professor Tom Cochrane AM

Tom Cochrane AM was appointed a Member of the Order of Australia (AM) for his service to library and information management, and to education through digital learning initiatives. He is currently an Emeritus Professor, Faculty of Law, Queensland University of Technology, working in innovation, and the Deputy Chair of the Library Board of Queensland. Tom is also a Fellow of the Australian Library and Information Association, Director at the Australian Digital Alliance and a former Queensland Museum Board Member.

Dr Anita Heiss

Dr Anita Heiss is a prolific author of non-fiction, historical fiction, commercial women's fiction, poetry, social commentary and travel articles and a Lifetime Ambassador of the Indigenous Literacy Foundation. She is also an Adjunct Professor with Jumbunna Indigenous House of Learning and University of Technology Sydney.

Anita is an Ambassador of Worawa Aboriginal College and manages the Epic Good Foundation. She was a finalist in the 2012 Human Rights Awards and the 2013 Australian of the Year Awards.

Professor Marek Kowalkiewicz

Marek Kowalkiewicz is the inaugural Chair in Digital Economy at QUT and is an academic and industry leader with extensive experience conducting academically sound research in the digital economy field. He has led significant technology and innovation research projects and co-invented with industry and university partners to deliver ground-breaking technologies to market.

Marek has worked with SAP Australia, SAP Americas and SAP Asia, Microsoft Research Asia, and is co-founder of Business Information Systems Institute.

Cr Julia Leu

Julia Leu is a local council veteran with over 20 years experience, and has been Mayor of the Douglas Shire Council since 2014. She has also worked in community services and education and holds a Masters of Business Administration.

Julia is an advocate for regional communities, holding positions on the Australian Coastal Councils Association, Regional Development Australia, Far North Queensland and Torres Strait Inc, North Queensland Local Government Association. Cr Leu is the local government representative on the Library Board of Queensland.

Mr Malcolm McMillan

Malcolm McMillan has over 40 years experience across the public, private, and not-for-profit sectors in stakeholder relations, international business, corporate communications, policy analysis, strategy, and corporate governance.

He was a Board Director of the North Sydney-based Mary MacKillop Foundation for five years. Malcolm has an interest in global and local public affairs. He has completed oral history interviews with 10 prominent Australian political, legal and business leaders for the National Library of Australia.

Dr Sandra Phillips

A member of the Wakka Wakka and Gooreng Gooreng nations in Queensland, Sandra Phillips is a respected academic, researcher, editor and former publisher. A member of the Indigenous professoriate at the University of Technology Sydney, Sandra coordinates Indigenous Higher Degree by Research from Jumbunna Institute for Indigenous Education and Research. Sandra's research interests are in Indigenous story as Indigenous Knowledge across domains of creation, production, and reception. Once Deputy Chair of the former Aboriginal and Torres Strait Islander Arts Board of the Australia Council, Sandra has held many leadership roles in the arts and culture sector. Sandra has a Doctor of Philosophy (Literary Studies) and Bachelor of Arts (Sociology and Government).

Mr Bob Shead

Bob Shead is a retired partner at BDO and a former director and audit committee member of Energex and a number of other companies and public sector entities. He has over 40 years experience in financial management and public policy, working for the last 15 years as a consultant in Australia and in capacity-building roles in Pacific Island countries and in China.

Bob holds an MBA (Hons) and a Bachelor of Business (Accountancy). He has published in a number of academic and industry publications on issues relating to public policy and climate change.

Mrs Tamara O'Shea

Tamara O'Shea has over 20 years of public sector experience, including roles at the Director-General and senior executive levels. She was Director-General of the Department of Local Government, Racing and Multicultural Affairs as well as the Department of National Parks, Sport and Racing.

Her career has involved governance oversight of key statutory bodies, including Racing Queensland and Stadiums Queensland and she has extensive experience operating in complex and rapidly evolving environments. She has a particular interest in corporate governance, strategic policy analysis and creative problem solving.

Observer: State Librarian and CEO

Ms Vicki McDonald

Vicki McDonald is a key player in the transformation of the library sector in Queensland. As State Librarian and CEO of State Library of Queensland, she understands the need for a strong, relevant and innovative library service.

Ms McDonald's extensive national and international experience includes executive roles with State Library of NSW and Queensland University of Technology. As State Librarian and CEO, Ms McDonald is a custodian of Queensland memory and works in partnership with public libraries and Indigenous Knowledge Centres. Her appointment as State Librarian in 2016 follows a career of advocacy that started among the bookshelves of the Dalby-Wambo Public Library.

APPENDIX C:
Library Board committee and advisory

Audit and Risk Management Committee

The Audit and Risk Management Committee (ARMC) Charter has been approved by the Library Board of Queensland. The purpose of the Charter is to outline the role, responsibilities, composition and operating guidelines of the ARMC. The Committee has observed the terms of this Charter and has due regard to Queensland Treasury's *Audit Committee Guidelines*. The Committee meets at least three to four times per year and members may be remunerated for their role on this Committee in accordance with the guidelines for the *Remuneration of part-time chairs and members of government boards, committees and statutory authorities*. For more information on the role and achievements of the ARMC, see Governance, accountability and risk (page 38).

Members
Mr Bob Shead (Committee Chairperson) — Member, Library Board of Queensland
Professor Marek Kowalkiewicz — Member, Library Board of Queensland
Emeritus Professor Tom Cochrane AM — Member, Library Board of Queensland
Mr Danny Short — Chief Financial Officer, Department of Child Safety, Youth and Women

Secretariat
Ms Rita McLucas (Executive Officer to the Committee) — Executive Director, Corporate Governance and Operations, State Library
Ms Val Johnston (Assistant Executive Officer to the Committee) — Director, Finance, Facilities and Administration, State Library

Public Libraries Advisory Group

The objectives of the Public Libraries Advisory Group (PLAG) are to:

• provide advice to the Library Board on policy and strategy matters concerning public libraries

• represent the views of public librarians, local government and relevant stakeholders to the Library Board through formal community engagement processes.

PLAG members are not paid for sitting on the group; however, they will be reimbursed for reasonable expenses associated with meeting attendance on presentation of documentary evidence of the expense.

Members
Cr Julia Leu (Chairperson) — Member, Library Board of Queensland
Ms Vicki McDonald — State Librarian and CEO, State Library
Ms Louise Denoon — Executive Director, Public Libraries and Engagement, State Library
Mr Stephan Bohnen — Principal Advisor, Intergovernmental Relations, Local Government Association of Queensland
Mr David Burges — Chief Executive Officer, Quilpie Shire Council (until May 2018)
Ms Esther Buys — Vice President, Queensland Public Libraries Association
Ms Sharan Harvey — Manager Library Services, Brisbane City Council
Cr Alf Lacey — Mayor, Palm Island Aboriginal Shire Council
Cr Joyce McCulloch — Mayor, Mount Isa Council
Ms Dell Price — Team Leader, Libraries Cultural and Youth Services, Central Highlands Regional Council Services (until January 2018)
Ms Pamela Armstrong — Manager, Library and Cultural Services, Toowoomba Regional Council (from January 2018)

Observer
Ms Michelle Carter — Director, Digital Capability Development, Department of Housing and Public Works

Secretariat
Ms Deb Miles — Manager, Public Library Programs, State Library (until September 2017)
Mr Robert Barty — Manager, Local Government Coordination, State Library (from October 2017)

groups

Indigenous Advisory Group

The objectives of the Indigenous Advisory Group (IAG) are to provide:

- advice to the Library Board on policy, projects and strategic matters concerning library and information service provision for Aboriginal and Torres Strait Islander peoples

- a forum for discussing Aboriginal and Torres Strait Islander issues impacting on library and information services in Queensland

- a formal mechanism for ongoing liaison between the Library Board and Aboriginal and Torres Strait Islander peoples.

IAG members are not paid for sitting on the group; however, they will be reimbursed for reasonable expenses associated with meeting attendance on presentation of documentary evidence of the expense.

Members

Dr Sandra Phillips (Chairperson) — Member, Library Board of Queensland

Dr Anita Heiss — Member, Library Board of Queensland

Mr Michael Aird — Adjunct Associate Lecturer and Research Fellow, School of Social Science, The University of Queensland

Mr Warren Collins — Chief Executive Officer, Cherbourg Aboriginal Shire Council

Ms Alana Harris — Manager Client Access, Australian Institute of Aboriginal and Torres Strait Islander Studies

Ms Ruth Link — Lawyer, EY

Ms Rhianna Patrick — Journalist, Australian Broadcasting Corporation

Ms Helena Wright — Deputy Director-General, Department of Aboriginal and Torres Strait Islander Partnerships

Ms Vicki McDonald — State Librarian and CEO, State Library

Observers

Ms Jane Cowell — Executive Director, Information and Engagement, State Library (until March 2018)

Ms Louise Denoon — Executive Director, Public Libraries and Engagement, State Library

Ms Anna Raunik — Executive Director, Content and Client Services, State Library

Secretariat

Ms Jennifer Genrich — Manager, Office of the State Librarian, State Library

APPENDIX D:
Compliance Checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	• A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7	p2
Accessibility	• Table of contents • Glossary	ARRs – section 9.1	p1 p92
	• Public availability	ARRs – section 9.2	Inside back cover
	• Interpreter service statement	*Queensland Government Language Services Policy* ARRs – section 9.3	Inside back cover
	• Copyright notice	*Copyright Act 1968* ARRs – section 9.4	Inside back cover
	• Information Licensing	QGEA – *Information Licensing* ARRs – section 9.5	Inside back cover
General information	• Introductory Information	ARRs – section 10.1	Part 1
	• Machinery of Government changes	ARRs – section 31 and 32	n/a
	• Agency role and main functions	ARRs – section 10.2	Part 1 and 2
	• Operating environment	ARRs – section 10.3	Part 1
Non-financial performance	• Government's objectives for the community	ARRs – section 11.1	Part 1
	• Other whole-of-government plans / specific initiatives	ARRs – section 11.2	Part 1
	• Agency objectives and performance indicators	ARRs – section 11.3	Part 3
	• Agency service areas and service standards	ARRs – section 11.4	Part 3
Financial performance	• Summary of financial performance	ARRs – section 12.1	Part 5
Governance – management and structure	• Organisational structure	ARRs – section 13.1	p11
	• Executive management	ARRs – section 13.2	Part 2 Appendix B and C
	• Government bodies (statutory bodies and other entities)	ARRs – section 13.3	Part 2 Appendix B and C
	• *Public Sector Ethics Act 1994*	*Public Sector Ethics Act 1994* ARRs – section 13.4	p38
	• Queensland public service values	ARRs – section 13.5	n/a

Summary of requirement		Basis for requirement	Annual report reference
Governance – risk management and accountability	• Risk management	ARRs – section 14.1	p39 and Appendix C
	• Audit committee	ARRs – section 14.2	p38-39
	• Internal audit	ARRs – section 14.3	p38-39
	• External scrutiny	ARRs – section 14.4	p38-39
	• Information systems and recordkeeping	ARRs – section 14.5	p39
Governance – human resources	• Strategic workforce planning and performance	ARRs – section 15.1	p36
	• Early retirement, redundancy and retrenchment	Directive No.11/12 *Early Retirement, Redundancy and Retrenchment* Directive No.16/16 *Early Retirement, Redundancy and Retrenchment* (from 20 May 2016) ARRs – section 15.2	n/a
Open Data	• Statement advising publication of information	ARRs – section 16	
	• Consultancies	ARRs – section 33.1	p35 data.qld.gov.au
	• Overseas travel	ARRs – section 33.2	p35 data.qld.gov.au
	• Queensland Language Services Policy	ARRs – section 33.3	n/a
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	Part 5
	• Independent Auditor's Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	p82–83

FAA   Financial Accountability Act 2009
FPMS   Financial and Performance Management Standard 2009
ARRs   *Annual report requirements for Queensland Government agencies*

Glossary

ALA	Australian Library of Art
ALIA	Australian Library and Information Association
APDL	Asia Pacific Design Library *A place to explore design resources, engage in design dialogue and participate in design programs*
APLA	Australian Public Library Alliance
ARMC	Audit and Risk Management Committee
BBW	Brisbane Bushwalkers
BEMAC	Brisbane Multicultural Arts Centre
BWF	Brisbane Writers Festival
CAA	Corporate Administration Agency *A shared service agency providing services for State Library*
CALD	Culturally and Linguistically Diverse
eDRMS	Electronic document and record management system
EMT	Executive Management Team
EOI	Expression of Interest
F5F	First 5 Forever
GLAM	Gallery, Library, Archives and Museum
GRAIL	Government Research and Information Library
ICT	Information and Communications Technology *Includes any communication device or application, though often used to refer to digital communications*
IKC	Indigenous Knowledge Centre *A communal hub operated in partnership with Aboriginal and Torres Strait Island Councils that combines traditional library services and internet access with lifelong learning opportunities, and provides a keeping place for recording, accessing and celebrating the unique Indigenous cultures of Queensland*
JOL	John Oxley Library *State Library's repository of Queensland memory*
LGAQ	Local Government Association of Queensland
LGBTIQ+	Lesbian, Gay, Bisexual, Transgender, Intersex, Queer and other groups *An inclusive term which represents the diverse nature of sex, gender and sexuality*
MDA Ltd	Multicultural Development Australia
MUP	Melbourne University Publishing
NDDN	National Digital Deposit Network
NED	National edeposit
NSLA	National and State Libraries Australasia *Australia and New Zealand's national and state libraries working together*
PD	Professional Development
PPP	Personal Performance Planning
Q ANZAC 100	*A five-year project of legacy initiatives supported by the Queensland Government to commemorate the centenary of the First World War and Anzac history*
QCAA	Queensland Curriculum and Assessment Authority
QUT	Queensland University of Technology
QSA	Queensland State Archives
UQP	University of Queensland Press
UTS	University of Technology Sydney
RDA-DDSW)	Regional Development Australia Darling Downs–South West Region
SRC	Summer Reading Club *A summer holiday program for children, coordinated by State Library and delivered through libraries across Australia*
STEAM	Science, Technology, Engineering, Arts and Mathematics
TSSQ	Tech Savvy Seniors Queensland *A partnership with Telstra which helps public libraries across Queensland deliver technology training to older people*

The Annual Report documents State Library of Queensland's activities, initiatives and achievements during 2017–18 and shows how it met its objectives for the year and addressed government policy priorities.

Copies of this report and the compliance checklist are available at slq.qld.gov.au/about-us/corporate/publications/corporate-reporting/annual-report-2017-18 or by contacting Communications on communications@slq.qld.gov.au or 07 3842 9847.

For further information about this report, please contact the Office of the State Librarian by telephone 07 3840 7864, email lbqsupport@slq.qld.gov.au or fax 07 3840 7860.

State Library is committed to open and accountable governance and welcomes feedback on this report.

Please email comments or suggestions to info@slq.qld.gov.au or go to the Get Involved website at qld.gov.au/annualreportfeedback to complete the feedback form.

Library Board of Queensland Annual Report for the year ended 30 June 2018

The Queensland Government is committed to providing accessible services to Queenslanders from culturally and linguistically diverse backgrounds. If you have difficulty understanding this report, please call us on 07 3842 9985 and we will arrange an interpreter to effectively communicate the report to you.

Cover image: A night by the fire. Photo by Joe Ruckli.