Geelong
Regional Library
CORPORATION

IMAGINE
THE FUTURE

AT YOUR LIBRARY

**ANNUAL
REPORT
2014-15**

A STRONG, VIBRANT CONNECTED COMMUNITY

- Enriched by reading;
- Empowered by learning; and
- Inspired by information and ideas.

VISION

MISSION

WE WILL CREATE OPPORTUNITIES FOR OUR COMMUNITY TO READ, LEARN AND CONNECT WITH EACH OTHER AND THE WORLD:

- By delivering innovative and exemplary library services;
- By facilitating equitable access to information and technology; and
- Through our library staff's knowledge, expertise and encouragement.

GOALS

Our library corporation strives to enrich, empower and inspire the community we serve – providing library services, programs, collections, spaces and experiences that create opportunities for our community to read, learn and connect with each other and the world.

GOAL ONE
LIVING TO READ, READING TO LIVE

We are a library. We celebrate reading, literature and literary culture, and will engender a love of reading in all people from an early age. We will support development of literacy skills and digital literacy among people of all ages, especially those in greatest need, to enable them to access the information they need to live, work, learn and relax.

GOAL TWO
BECOMING PART OF EVERYDAY LIFE

Our library is for everyone, anytime, anywhere. Through quality collections, technology and services, engaging and flexible spaces, and creative partnerships and outreach programs, we will provide people with experiences that make the library an integral part of their recreational, social, educational and cultural life.

GOAL THREE
TRANSFORMING THE WAY WE WORK

We aim to be an exemplary library organisation. We will empower and equip our staff with the knowledge, skills and resources to exercise their professionalism and expertise in responding to users' needs. We will embrace creativity and innovation, using current and emerging technologies to continually improve the way we work and enable customers to access our collections, programs and services.

GOAL FOUR
BRIDGING THE PAST AND THE FUTURE

The new library and heritage centre in Geelong's cultural precinct continues our member councils' significant investment in new and upgraded library facilities for the community. We will work with the City of Greater Geelong to create an iconic cultural centre that celebrates the Geelong region's proud and diverse history and reflects the region's rich indigenous heritage. The centre will take Geelong to the world and bring the world to Geelong through the latest services and technology.

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REPORT FROM THE CHAIR

I am very pleased to present the 2014/15 Annual Report. It has been an honour to lead the Board in governing the Geelong Regional Library Corporation (GRLC) in my role as Chair during a year of significant achievement for the Corporation. I would like to acknowledge the contribution of my fellow Board members and I thank them for the outstanding commitment and vision they bring to this organisation. I also extend my sincere thanks to the library's four member councils for their continued support, which enables the library to deliver a truly exceptional service to communities right across our broad region.

2014/15 was a year in which the library's reputation as a leader in the sector was validated on a number of levels, not least by the results of an independent assessment which finds the GRLC to be the highest ranking public library service in Victoria.

The *Independent Analysis of GRLC Performance and Industry Standing Annual Survey of Public Libraries 2013-14* report finds that the GRLC is the highest ranked on 10 key indicators of service and collections quality, efficiency and participation, when compared to the other 46 public library services operating in Victoria. Notably, the report also finds the GRLC to be very efficient, displaying an enviable combination of very high service levels and usage, delivered at below average industry cost.

No less significant were the positive results of our 2014 Library Survey. The biennial survey allows us to 'take the pulse' of the organisation, and gather vital information about expectations and attitudes towards our services, facilities and programs. Over 4,000 people responded to the survey and results were overwhelmingly positive. The library is committed to using the feedback received to help shape the services we provide, and we will continue to work to address areas where our customers would like to see improvements.

Throughout the year we have watched with growing excitement as the new Geelong Library and Heritage Centre (GLHC) takes shape. The GLHC will set a new benchmark for excellence in the provision of library services, with state-of-the-art technology and community-focussed spaces which will defy many preconceptions about public libraries. The GLHC is already attracting attention from the international library community, with delegates from Finland, Denmark and Sweden visiting the site recently, as well as representatives from other local government areas.

The preparation involved in the launch of such a service is immense, and I would like to acknowledge the considerable work which has been undertaken by the Board and library staff to deliver this project. It is testament to astute planning that the GLHC is on track to open in late 2015.

The GRLC continues to benefit from the many community partnerships we have established over the years. We believe that our collaborative approach is one of the key factors in our success. One such collaboration is our partnership with Deakin University and the City of Greater Geelong on the Word for Word National Non-Fiction Festival. The inaugural festival was held in Geelong in August 2014 and was a great success, drawing 1,500 people to the city for a weekend of workshops, discussions and lectures. We are proud to once again be involved with the festival when it returns to Geelong in September 2015.

As I reflect on another year of great achievement and growth for the GRLC, I am reminded of the many people who contribute to its success: the staff, library members, visitors, supporters and stakeholders. I thank each one of you for your contribution to this wonderful organisation. We look forward to you joining us for the next exciting chapter of our story.

Cr Andy Richards
Chair

REPORT FROM THE CEO

The Geelong Regional Library Corporation (GRLC) has reinforced its position as a highly responsive, innovative and efficient organisation, and a leader in the delivery of world-class library services.

As we enter the third year of our Library Plan 2013-17, *Reading the Future: Next Generation Libraries*, we continue to make excellent progress in meeting the milestones laid out across the plan's seven key strategy areas: Digital Library; Welcoming Places and Spaces; Customer-Driven Collections; Reading Community; Culture and Heritage; Collaboration and Partnerships; and Knowledgeable, Innovative and Accountable.

One of our key priorities is the continuous development of our digital infrastructure to meet the growing demand for digital access to library resources. Indicative of the community's appetite for digital material, the library recorded a 39 per cent increase in eBook loans and a 68 per cent increase in eAudiobook loans in 2014/15. We have responded to this rising demand by significantly increasing the size of our eCollection in the past 12 months. This year we have also introduced free 24-hour WiFi access at 15 of our branches, reflecting the library's important role as a community hub and a vital point of access to round-the-clock information.

The library's lifelong learning and cultural programming continues to be highly valued by the community. Our programming – designed to promote literacy, digital proficiency and a lifelong love of learning – ranges from regular story-time sessions for children to an Open Mind Lecture series. Almost 119,000 people took part in the 4,435 library programs and events held throughout the year, representing a nine per cent rise in participation rates. Increasingly popular are our eKnowHow, Tech Savvy Seniors and MakerSpaces classes, which provide important opportunities for people of all ages to develop their skills and confidence in the use of new technologies.

Collaboration is a primary focus for the GRLC, and the library's membership of the Bill and Melinda Gates Foundation's *International Network of Emerging Library Innovators (INELI)* was expanded further this year with our participation in the *INELI-Oceania* program. This program provides exciting opportunities for learning, research and collaboration within the Oceania region, and the Corporation continues to benefit in many ways from our involvement.

The library community is eagerly awaiting the opening of the new Geelong Library and Heritage Centre (GLHC) in late 2015. The past year has been one of intense planning in preparation for the delivery of services from the GLHC, and many in our team have taken on additional workloads. I would like to thank library staff and the Board for their tireless commitment to this project. It is a demonstration of your professionalism that our day-to-day operations continue to run smoothly during this busy period.

We were pleased to discover from results of our 2014 Library Survey that satisfaction with our service remains high, with an overall approval rating of 4.73 out of 5 from the 4,100 responses received. All our staff should feel very proud of these results, which are a reflection of the high level of talent and dedication which exists right across our organisation. From the staff at our 16 library branches and two mobile libraries who demonstrate exemplary customer service and high levels of expertise, to the back of house staff in administration and management, I thank you all for your great work.

I would also like to extend my thanks to the Geelong Regional Library Board for their continued leadership, support and advocacy, and for the exceptional experience and commitment that they bring to their roles. Thank you also to our member councils for their significant financial investment in the library service, and for their support and partnership.

Finally, to our members and visitors – I thank you for your continued patronage, for sharing your feedback, and for providing us with the inspiration to continually develop, improve and innovate.

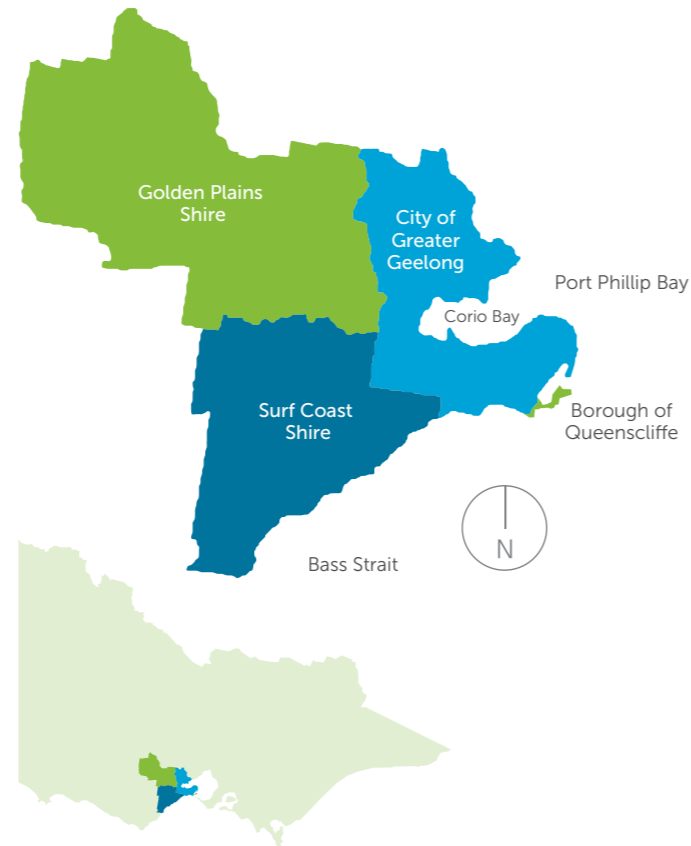**Patti Manolis**
Chief Executive Officer
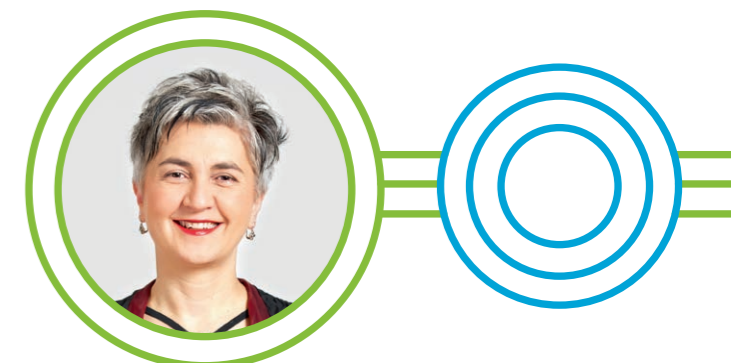
ABOUT GEELONG REGIONAL LIBRARY CORPORATION

OUR CORPORATION

The Geelong Regional Library Corporation (GRLC) was formed under the provisions of sections 196 and 197 of the *Local Government Act, 1989* on 4 March 1997 to provide library services within the local government areas of: Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire and Surf Coast Shire. GRLC provides services through a large and growing network of 16 libraries, two mobile libraries and a website offering a wide range of eServices and eCollections.

GOVERNANCE

The GRLC is governed by the Geelong Regional Library Board. The responsibilities and authorities of the Board are similar to those of local government boards and include policy determination, strategic planning and service evaluation. Board meetings are held regularly and are open to the public. Meeting dates are advertised and the agenda for each meeting appears on the Corporation's website. Representation on the Geelong Regional Library Board and the selection of delegates is determined by the *Regional Library Agreement* adopted by the four member councils.

Golden Plains Shire

City of Greater Geelong

Port Phillip Bay

Corio Bay

Surf Coast Shire

Borough of Queenscliffe

Bass Strait

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BOARD INITIATIVES AND STRATEGIC PLANNING

The Geelong Regional Library Board instigated several initiatives and adopted several key strategic documents in this financial year.

- *Reading the Future, Next Generation Libraries: Library Plan 2013-17* Annual Priorities 2015/16 adopted
- *Annual Budget 2015/16* and *Strategic Resource Plan 2015-19* adopted
- *Annual Financial Report 2013/14* adopted
- *Annual Report 2013/14: Connect with the World at your Library* adopted
- Biennial Library Survey undertaken with a record 4,100 responses received and an increased community satisfaction rating of 4.73 out of 5
- Completion of Geelong Library and Heritage Centre Transition Strategy and Plan
- Digital Strategy Framework adopted
- GRLC Branch Review completed
- Public Internet and WiFi Review completed
- Review of Code of Conduct completed
- Review of Library Agreement commenced
- Review of Local Laws completed
- WiFi Pilot Project undertaken.

GRLC BOARD MEMBER MEETING ATTENDANCE 2014/15

Board Member	Maximum possible number of meetings to attend	Meetings attended
Cr Andy Richards (Chair)	6	6
Cr Helene Cameron (Deputy Chair)	6	3
Cr Libby Coker (commenced Oct 2014)	4	3
Cr Lindsay Ellis	6	4
Cr Nathan Hansford	6	4
Cr John Irvine	6	3
Cr Rod Macdonald	6	4
Cr Margot Smith (completed Oct 2014)	2	2

OUR BOARD

Cr Andy Richards
City of Greater Geelong (Chair)

Cr Helene Cameron
Borough of Queenscliffe (Deputy Chair)

Cr Libby Coker
Surf Coast Shire (from October 2014)

Cr John Irvine
City of Greater Geelong

Cr Rod Macdonald
City of Greater Geelong

Cr Lindsay Ellis
City of Greater Geelong

Cr Nathan Hansford
Golden Plains Shire

Cr Margot Smith
Surf Coast Shire (Deputy Chair to October 2014)

HIGHEST
RANKING
PUBLIC LIBRARY SERVICE
IN VICTORIA

ACHIEVEMENTS

PROJECTS

- Highest ranked public library service in Victoria as determined by independent analysis of Annual Survey of Public Libraries
- Major partner in delivering the inaugural Word for Word National Non-Fiction Festival 2014, attracting 1,500 attendees
- Participation in Geelong Library and Heritage Centre Project through representation on Project Control Group and Project Working Group
- Developed comprehensive plans for 73 individual projects required for new Geelong Library and Heritage Centre services
- Launched new Mobile Library for City of Greater Geelong and Surf Coast Shire residents
- Involvement in planning of member council future library building infrastructure projects, including Armstrong Creek, Corio (Northern Arc Project), Lara, Leopold and Smythesdale.

SERVICES, EVENTS AND PROGRAMS

- Customer satisfaction rating increase to 4.73 out of 5 (compared with 4.66/5 in 2012/13)
- 108,443 members (1% increase from 2013/14)
- 1,677,490 physical visits (-2% increase from 2013/14)
- 1,881 meeting room bookings (20% increase from 2013/14)
- 147,292 information services enquiries (11% increase from 2013/14)
- 727 opening hours per week (34% increase over last 5 years)
- 4,435 events and programs attracting 118,833 attendees (9% increase from 2013/14).

eSERVICES AND TECHNOLOGY

- 34,507 eBook loans (39% increase from 2013/14)
- 12,894 eAudiobook loans (68% increase from 2013/14)
- 371,948 wireless usage sessions (67% increase from 2013/14)
- 263,501 accesses to library eCollections (11% increase from 2013/14)
- 454,007 library catalogue visits (5% increase from 2013/14)

- 98,139 online accesses of magazines and newspaper articles (37% increase from 2013/14)
- 46,547 language and literacy online program visits (64% increase from 2013/14)
- 1,275 Twitter followers
- 3,092 Facebook page likes.

FINANCE

The financial result for 2014/15 is a surplus of $1,621,930 compared to a surplus of $899,204 in the previous year. Capital grants of $1,799,421 for the collection and information technology equipment were received in 2014/15 compared to $815,421 received in 2013/14.

In 2014/15 income was derived from the following sources:

Member Council monetary contributions	82% (2013/14: 81%)
State Government grants	14% (2013/14: 16%)
Fees, charges and interest	4% (2013/14: 3%)

In 2014/15 expenditure was comprised as follows:

Employee costs	61% (2013/14: 62%)
Materials and services	19% (2013/14: 18%)
Depreciation	19% (2013/14: 19%)
Other expenses	1% (2013/14: 1%)

GRANTS

The GRLC is co-funded by four member councils: Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire and Surf Coast Shire, as well as the State Government of Victoria.

Member councils contributed $10,369,749 comprising $8,424,749 in recurrent funding, $195,000 towards an instalment payment relating to the Unfunded Superannuation liability and $1,750,000 in capital funding for the collection and information technology equipment.

The State Government of Victoria contributed $1,779,704 in recurrent funding and $49,421 from the Victorian Premier's Reading Challenge to purchase books to support this Statewide program.

4.73/5
CUSTOMER
SATISFACTION
RATING

399,205
COLLECTION
ITEMS

108,443
MEMBERS

1.7 MILLION
VISITS TO LIBRARY

2.5 MILLION
LOANS OF COLLECTION ITEMS

PERFORMANCE

Indicator	Measure	Target/Standard	2010/11	2011/12	2012/13	2013/14	2014/15
Membership	Library members as % of population	60% by June 2017	36%	37%	39%	39%	39%
Collection	Number of collection items per capita	2.2	1.5	1.6	1.5	1.5	1.4
Library use	Number of annual library visits (virtual) per capita ▲	*Equal to or above average for Victorian Public Library Services*					
		- GRLC	2.3	2.4	2.9	5.4	5.7
		- State Average	2.8	2.0	2.4	N/A	N/A
	Number of annual library visits (physical) per capita	*Equal to or above average for Victorian Public Library Services*					
		- GRLC	5.4	5.7	6.2	6.3	6.1
		- State Average	5.2	4.9	5.1	5.0	*
Access to information technology	Number of public access internet computers per 2,000 ■	*1 computer per 2,000 population (from 2013/14)*					
		- Number of computers required to meet standard	175	176	178	137	138
		- Number of computers held	83	140	152	171	171
		- (Shortfall)/excess	(92)	(36)	(26)	34	33
Program participation	Number of participants in library programs and activities	Increased numbers of participants	48,448	68,515	96,241	109,179	118,833
		% increase on previous year	26%	40%	40%	13%	9%
User satisfaction	Library user satisfaction	Overall satisfaction rating of 4.5 or higher out of 5	4.5	♦	4.66	♦	4.73
Community strengthening	*% of library users that believe the library:*						
	- is a hub for community activities and connections		3.8	♦	4.0	♦	4.3
	- encourages reading	User rating of 4.2 or higher out of 5	4.0	♦	4.0	♦	4.0
	- helps build literacy skills		3.8	♦	3.8	♦	3.9
Social inclusion	New library members in targeted areas	*Increased membership of 'hard to reach' groups*					
		- New members in Corio	1,663	1,546	1,473	1,861	1,463
		- New members in Newcomb	957	998	1,050	1,170	945
	Participation in library programs in targeted areas	*Increased participation of 'hard to reach' groups in library programs*					
		- Participants in Corio	7,113	7,189	8,132	9,618	7,921
		- Participants in Newcomb	7,123	8,758	11,068	15,956	14,990

Indicator	Measure	Target/Standard	2010/11	2011/12	2012/13	2013/14	2014/15
Partnerships	Scope and level of engagement of community organisations and groups in library service planning and delivery	*Measured by involvement of community organisations and groups*					
		- Number of program and service partners	43	97	109	124	127
Funding	Library funding per capita from Member Councils	*Equal to or above the median level per capita for Victorian Public Library Services*					
		- GRLC	$22.76	$25.92	$29.33	$30.60	$30.38
		- State Median	$35.10	$29.58	$29.54	$30.73	*
Facilities	Floor area per capita	39m² per 1,000 population	26.1m²	29.1m²	29.1 m²	27.2 m²	27.2 m²

* The annual survey of public libraries 2014/15 will be available early 2016

♦ Survey conducted on biennial basis

▲ The virtual visits KPI is calculated in line with our Library Plan 2013-17, *Reading the Future*, and measures website visits and accesses to eResources

■ From 2013/14 the measure changed from one computer per 1,500 to one computer per 2,000 in line with National Public Library Standards

4,100 people responded to the 2014 Library Survey, a figure representing 4 per cent of all library members. Our overall customer satisfaction rating rose to 4.73 out of 5, and library users rated the service provided by library staff very highly at 4.8 out of 5.

MEMBERSHIP
HAS GROWN BY
14% OVER THE
LAST FIVE YEARS

STATISTICAL OVERVIEW

Indicator	2010/11	2011/12	2012/13	2013/14	2014/15	% change since last year	% change over last five years
Population - Regional (ABS ERP)	263,279	263,615	267,208	273,006	276,978	1%	5%
Members[1]	95,101	96,934	103,778	106,961	108,443	1%	14%
Visits	1,431,609	1,508,473	1,649,539	1,709,678	1,677,490	-2%	17%
Loans[2]	2,493,679	2,613,648	2,668,651	2,698,920	2,548,330	-6%	2%
Reference enquiries	100,482	105,141	119,469	133,025	147,292	11%	47%
Collection (items)	383,865	413,188	406,587	405,757	399,205	-2%	4%
Opening hours (Weekly)	542	620	726	727	727	0%	34%
Mobile library locations	29	25	25	18	18	0%	-38%
Library floor space (m2)	6,704	7,684	7,684	7,419	7,419	0%	11%
Total operating expenses ($)	7,819,906	9,838,993	10,109,238	10,382,149	11,028,348	6%	41%
Total capital expenses ($)	2,595,405	3,380,986	2,026,728	2,080,366	3,002,327	44%	16%
Lending materials ($) capital expenditure	1,927,678	1,836,873	1,569,362	1,678,467	2,154,887	28%	12%
Staff (EFT)[3]	61.1	66.2	75.7	75.7	76.3	1%	25%
Lifelong learning and cultural programs	1,466	2,331	3,521	4,229	4,435	5%	203%
Lifelong learning and cultural program attendances	48,797	68,515	96,241	109,179	118,833	9%	144%
eCollections usage[4]	45,927	96,882	156,687	236,336	263,501	11%	474%
Total eAccess[5]	798,368	954,248	1,226,395	1,434,927	1,577,665	10%	98%
InterLibrary Loans member requests	7,423	8,016	5,943	6,649	7,130	7%	-4%
Wifi sessions	20,016	59,857	113,461	222,833	371,948	67%	1758%
Public access Internet sessions	127,386	154,593	192,398	205,242	191,480	-7%	50%

[1] Membership reflects total membership less removal of 7299 inactive members.
[2] Physical and eBook loans. Includes eLoans (56,960).
[3] Increase in staff EFT due to the full year operation of the 4 branches opened during 2012/13.
[4] eCollection usage includes accesses to online databases, online newspapers, literacy and language programs, loans of eBooks, eAudiobooks and digital magazines.
[5] eAccess includes website visits, public access Internet sessions, eCollections usage and wireless Internet sessions.

Library opening hours have increased by 34% over the last five years.

MEMBERSHIP

Members by place of residence	2010/11	2011/12	2012/13	2013/14	2014/15	% change since last year	% change over last five years
Borough of Queenscliffe[1]	2,159	2,168	2,224	2,224	1,729	-22%	-20%
City of Greater Geelong	76,643	77,525	83,100	85,049	86,012	1%	12%
Golden Plains Shire	2,798	3,592	4,388	4,810	5,137	7%	84%
Surf Coast Shire	8,775	8,423	9,186	9,789	10,193	4%	16%
Other Local Government Areas	4,726	5,226	4,880	5,089	5,372	6%	14%
Total members	**95,101**	**96,934**	**103,778**	**106,961**	**108,443**	**1%**	**14%**
Population	**263,279**	**263,615**	**267,208**	**273,006**	**276,978**	**1%**	**5%**

[1] Prior to 2014/15 all Point Lonsdale residents were included in Borough of Queenscliffe figures.

Library membership has grown by 14% over the last five years, outpacing a population increase of 5% in the same period.

2014/15	Members by place of residence					
Members by preferred branch	Borough of Queenscliffe	City of Greater Geelong	Golden Plains Shire	Surf Coast Shire	Non Residents	Total
Borough of Queenscliffe	1,437	592	4	4	679	2,716
City of Greater Geelong	290	84,908	1,068	2,853	3,767	92,886
Golden Plains Shire	1	214	4,058	20	165	4,458
Surf Coast Shire	1	298	7	7,316	761	8,383
Totals	**1,729**	**86,012**	**5,137**	**10,193**	**5,372**	**108,443**
Members by place of residence as a % of total members	2%	79%	5%	9%	5%	100%

Our members benefit from the flexibility of being able to access services from 16 library branches and two mobile libraries across a 5,500 km² region. Our website provides access to our online catalogue and library information 24 hours a day, seven days a week.

16 LIBRARIES & 2 MOBILE SERVICES

OUR LIBRARIES

The Geelong Regional Library Corporation delivers high-quality library services from 16 library branches, two mobile libraries and a community library service. Our network spans a wide geographic area, servicing residents and visitors across our four member municipalities: Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire and Surf Coast Shire.

The library website provides round-the-clock access to our catalogue and digital collections. Electronic items such as eBooks, eAudiobooks, magazines and newspapers are available for download wherever an Internet connection is available. Library members can access their accounts remotely in order to reserve loan items, and can organise to collect them from any library branch.

All of our library branches and mobile libraries offer a comprehensive and high-quality collection of books, DVDs, CDs, newspapers and magazines. In addition, library branch users can enjoy free WiFi, Internet-access computers, computer games, traditional board games, meeting rooms and study spaces.

Our libraries are community hubs and provide opportunities for learning, reading, socialising, studying and relaxing in a welcoming, safe and inclusive setting. A wide range of programs and events are run throughout the year, catering for diverse age groups and interests.

INFORMATION SERVICES

The expertise of our skilled library staff continues to be highly valued by our customers. In 2014/15 our library staff responded to 147,292 requests for information from patrons, representing an increase of 11 per cent from the previous year.

COMMUNITY LIBRARY SERVICE

The Community Library Service (CLS) meets the library needs of members who are homebound due to frailty, illness or disability. The CLS currently has 333 home library service members, and in 2014/15 the service also visited more than 50 aged care facilities. There were 24,211 loans to individual library members and institutional members through the CLS in the past year.

The CLS is assisted by volunteers from within the Corporation and from partner organisations including DoCare Geelong, Volunteering Geelong, the City of Greater Geelong, and a number of aged care facilities.

MOBILE LIBRARY SERVICE

The Corporation operates mobile library services in the City of Greater Geelong, Golden Plains Shire and Surf Coast Shire.

The new Bellarine and Surf Coast Mobile Library vehicle commenced service on 13 April 2015. The vehicle boasts a number of improved features including WiFi and computer access, a new collection of books and DVDs which is refreshed on a regular basis, and a large floor area. Physical access to the vehicle has been improved with the installation of a user-friendly lift. The public response to the new vehicle has been very positive.

The Bellarine and Surf Coast Mobile Library provides service at nine stops throughout the City of Greater Geelong and the Surf Coast Shire: Aireys Inlet, Anakie (fortnightly), Anglesea, Deans Marsh, Leopold, Lorne, Portarlington, St Leonards, Winchelsea.

The Golden Plains Mobile Library provides service at nine stops throughout the Golden Plains Shire: Cape Clear, Dereel, Enfield, Grenville (monthly), Haddon, Linton, Meredith, Rokewood, Smythesdale. The mobile library also makes a monthly visit to the Smythesdale Community Market.

In 2014/15 the mobile library service had 3,202 members, and recorded:

- 27,378 visits
- 96,716 loans of collection items
- 3,058 customer information enquiries.

147,292 INFORMATION ENQUIRIES

USAGE

2014/15 OVERVIEW

Library	Members	Visits	Loans	Reservations	Information enquiries	Public access Internet sessions	Wireless usage
Bannockburn	3,570	69,038	86,332	5,756	4,225	3,122	21036
Barwon Heads	1,233	7,650	42,812	1,286	1,600	453	1,320
Belmont	15,023	273,214	403,515	19,455	16,600	36,895	30,713
Chilwell	1,372	31,586	55,692	13,475	5,975	3,291	2,087
Community Library Service	333		24,211	4,729			
Corio	10,287	200,183	200,984	10,555	13,762	24,099	55,113
Drysdale	6,691	138,506	194,105	12,631	8,275	13,782	12,193
Geelong[1]	11,875	87,576	63,830	5,452	10,963	15,058	13,731
Geelong West	11,960	211,342	330,066	20,376	17,788	28,593	60,891
Highton	2,626	41,372	62,097	3,768	4,706	1,857	3,514
Lara	4,991	68,285	83,156	4,891	3,094	9,629	17,302
Newcomb	8,247	104,146	174,239	11,350	13,845	13,576	22,902
Ocean Grove	8,933	132,549	205,049	11,965	21,541	10,195	53,775
Queenscliff	2,716	29,273	52,583	3,904	3,913	3,304	4,427
Torquay	6,891	103,747	161,675	8,315	6,175	11,204	32,279
Waurn Ponds	7,938	144,297	237,368	12,524	11,297	16,422	40,665
Western Heights College	555	7,348	16,940	1,381	475		
All Static Libraries	**105,241**	**1,650,112**	**2,394,654**	**151,813**	**144,234**	**191,480**	**371,948**
City of Greater Geelong Mobile Library stops	904	8,498	32,800	2,318	1,037		
Golden Plains Shire Mobile Library stops	869	6,405	22,594	1,597	714		
Surf Coast Shire Mobile Library stops	1,429	12,475	41,322	2,920	1,307		
All Mobile Libraries	**3,202**	**27,378**	**96,716**	**6,835**	**3,058**		
Total Static and Mobile Libraries	**108,443**	**1,677,490**	**2,491,370**	**158,648**	**147,292**	**191,480**	**371,948**
Website visits, online reservations, eMaterial loans		750,736	56,960	223,490			
Total usage	**108,443**	**2,428,226**	**2,548,330**	**382,138**	**147,292**	**191,480**	**371,948**

[1]   Geelong Library operating from temporary premises since June 2013 while Geelong Library & Heritage Centre under construction.

The new Bellarine and Surf Coast Mobile Library vehicle provides an enhanced user experience with a large floor area, regularly refreshed collections, Internet-access computers and free WiFi access.

VISITS OVER THE LAST FIVE YEARS

Library	2010/11	2011/12	2012/13	2013/14	2014/15	% change since last year	% change over last five years
Bannockburn[1]		22,643	71,687	68,774	69,038	0.4%	N/A
Barwon Heads	7,976	7,458	7,717	6,870	7,650	11.4%	-4.1%
Belmont	280,355	273,130	267,382	278,941	273,214	-2.1%	-2.5%
Chilwell	34,084	32,381	30,446	33,028	31,586	-4.4%	-7.3%
Corio[2]	206,227	199,996	202,930	235,075	200,183	-14.8%	-2.9%
Drysdale[3]	161,530	94,850	111,467	134,584	138,506	2.9%	-14.3%
Geelong[4]	181,785	169,726	153,564	95,241	87,576	-8.0%	-51.8%
Geelong West	152,465	161,892	172,904	203,478	211,342	3.9%	38.6%
Grovedale (closed)[5]	18,987	7,588					N/A
Highton[6]	50,511	40,108	43,596	37,866	41,372	9.3%	-18.1%
Lara[7]		39,142	68,146	68,615	68,285	-0.5%	N/A
Newcomb	97,662	99,291	98,849	108,120	104,146	-3.7%	6.6%
Ocean Grove[8]	110,012	140,040	143,687	145,949	132,549	-9.2%	20.5%
Queenscliff	27,719	33,693	31,479	30,904	29,273	-5.3%	5.6%
Torquay[9]	64,945	72,653	81,902	89,320	103,747	16.2%	59.7%
Waurn Ponds[10]		77,557	132,259	140,378	144,297	2.8%	N/A
Western Heights College[11]		4,720	5,663	5,947	7,348	23.6%	N/A
All Static Libraries	**1,394,258**	**1,476,868**	**1,623,678**	**1,683,090**	**1,650,112**	**-2.0%**	**18.4%**
City of Greater Geelong Mobile Library stops	13,641	10,468	7,632	8,094	8,498	5.0%	-37.7%
Golden Plains Shire Mobile Library stops	12,001	10,253	7,499	6,627	6,405	-3.3%	-46.6%
Surf Coast Shire Mobile Library stops	11,709	10,884	10,730	11,867	12,475	5.1%	6.5%
All Mobile Libraries	**37,351**	**31,605**	**25,861**	**26,588**	**27,378**	**3.0%**	**-26.7%**
Total Library Visits	**1,431,609**	**1,508,473**	**1,649,539**	**1,709,678**	**1,677,490**	**-1.9%**	**17.2%**
Website visits	605,039	642,916	763,849	770,516	750,736	-2.6%	24.1%
Total Visits	**2,036,648**	**2,151,389**	**2,413,388**	**2,480,194**	**2,428,226**	**-2.1%**	**19.2%**

LOANS OVER THE LAST FIVE YEARS

Library	2010/11	2011/12	2012/13	2013/14	2014/15	% change since last year	% change over last five years
Bannockburn[1]		17,615	95,033	91,877	86,332	-6%	N/A
Barwon Heads	32,152	36,916	38,411	36,771	42,812	16%	33%
Belmont	493,456	468,233	428,841	434,228	403,515	-7%	-18%
Chilwell	57,429	55,866	54,757	59,471	55,692	-6%	-3%
Community Library Service	10,024	13,452	21,840	27,380	24,211	-12%	142%
Corio[2]	285,353	252,642	203,628	218,137	200,984	-8%	-30%
Drysdale[3]	161,918	141,426	186,319	198,290	194,105	-2%	20%
Geelong[4]	317,602	265,169	204,810	76,083	63,830	-16%	-80%
Geelong West	296,659	296,727	298,822	353,584	330,066	-7%	11%
Grovedale (closed)[5]	41,627	16,725					N/A
Highton[6]	80,442	71,948	66,147	62,051	62,097	0%	-23%
Lara[7]		67,221	107,421	95,582	83,156	-13%	N/A
Newcomb	185,949	181,696	174,667	192,819	174,239	-10%	-6%
Ocean Grove[8]	214,971	242,196	235,176	232,729	205,049	-12%	-5%
Queenscliff	55,717	60,943	57,808	58,649	52,583	-10%	-6%
Torquay[9]	126,361	136,891	131,641	156,329	161,675	3%	28%
Waurn Ponds[10]		145,963	231,733	244,902	237,368	-3%	N/A
Western Heights College[11]		9,321	13,553	15,478	16,940	9%	N/A
All Static Libraries	**2,359,660**	**2,480,950**	**2,550,607**	**2,554,360**	**2,394,654**	**-6%**	**1%**
City of Greater Geelong Mobile Library stops	48,966	44,103	32,170	32,130	32,800	2%	-33%
Golden Plains Shire Mobile Library stops	45,310	41,180	25,915	25,537	22,594	-12%	-50%
Surf Coast Shire Mobile Library stops	39,103	41,786	40,030	40,586	41,322	2%	6%
All Mobile Libraries	**133,379**	**127,069**	**98,115**	**98,253**	**96,716**	**-2%**	**-27%**
Total Static and Mobile Libraries Loans	**2,493,039**	**2,608,019**	**2,648,722**	**2,652,613**	**2,491,370**	**-6%**	**0%**
eMaterial loans[12]	640	5,629	19,929	46,307	56,960	23.0%	8,800%
Total Loans	**2,493,679**	**2,613,648**	**2,668,651**	**2,698,920**	**2,548,330**	**-5.6%**	**2%**

1   Bannockburn Library opened May 2012
2   Corio Library closed for carpet replacement 24 November – 2 December 2012. Reopened 3 December 2012
3   Drysdale Library closed for refurbishment August – November 2011
4   Geelong Library closed for relocation 3 June – 16 June 2013. Reopened 17 June 2013
5   Grovedale Library closed December 2011
6   Highton Library closed for maintenance March – April 2014
7   Lara Library opened December 2011
8   Ocean Grove Library closed for refurbishment early November 2014
9   Torquay Library closed for refurbishment 27 August – 21 September 2012. Reopened 22 September 2012
10   Waurn Ponds Library opened December 2011
11   Western Heights College Library opened September 2011
12   eMaterial loans include eAudiobook, eBook and digital magazine loans

ACCESS TO **LANGUAGE & LITERACY** ePROGRAMS HAS INCREASED BY **64%**

LIBRARY INFRASTRUCTURE PROJECTS

GEELONG LIBRARY & HERITAGE CENTRE

Planning for the opening of the $45.5 million Geelong Library & Heritage Centre (GLHC) has been a primary focus for the Corporation over the past 12 months.

The 6,000-metre^2 building – designed by ARM Architecture – is located on Little Malop Street in Geelong's Cultural Precinct. Building works, carried out by Kane Constructions, are nearing completion and the centre will be opened to the public in late 2015.

Planning for the service to be delivered from within the GLHC has been led by a team of skilled GRLC and Geelong Heritage Centre staff members. This team has been responsible for the management of 73 unique planning projects in areas including services, information technology, collections and programming.

The GLHC will set a new benchmark for excellence and innovation in the provision of public library services, and has attracted both local and international attention over the past 12 months. Delegations from Finland, Norway and Sweden have visited the site, along with representatives from local government areas around Victoria.

The GLHC will boast a range of highly quality and innovative spaces and services, including:

- A new print and multimedia collection of over 100,000 items covering a range of specialist areas.

- State-of-the-art digital technology, including smart tables, a video wall, portable devices, virtual reality headsets, 3D printing and scanning, digital way-finding kiosks, gaming consoles and high-end audio visual equipment. Visitors will also benefit from very high-speed, free Internet and free WiFi access.

- An entire floor dedicated to young people, with colourful spaces and hands-on installations. A reading nest will create a cosy space for children and families to enjoy books together, and five gaming machines and a 100-inch screen will be a draw-card for youth. This floor will also benefit from a 40-seat activity room for imaginative play and discovery; a parent's room with baby-change facilities; and an accessible outdoor terrace.

- A spectacular fifth-floor major events space will provide a flexible floorplan to suit a range of events. The High Ground *Wurdi Youang* can host large events of up to 300 people, or can be divided into smaller spaces to cater for more intimate gatherings. With innovative design, cutting-edge AV equipment and impressive views across Corio Bay from the 100 person outdoor balcony, it will provide a premium venue option.

- Seven unique spaces in which to showcase the library's lifelong learning and cultural programming. Many of the library's special events and Open Mind Lectures will be hosted at the GLHC. Meeting spaces will also be available for community and corporate use.

- The Vault *Kim barne thaliyu* will house Geelong's heritage archive, and will feature a 520-metre^2 archive repository with 4.2 kilometres of mobile shelving.

The building infrastructure has been designed and built to the highest environmental specifications, and is the first building in Geelong to achieve a 5 Green Star rating. This has been achieved through a number of measures:

- Rainwater and grey water will be harvested, treated and re-used in toilets and landscaping irrigation

- High-performance glazing, lighting and air-conditioning systems have been installed

- A photovoltaic system will generate an estimated 35,000 kWh of electricity each year.

The building is anticipated to produce 40 per cent less greenhouse gas emissions when compared to similar-sized, non-Green Star buildings.

GEELONG LIBRARY & HERITAGE CENTRE

OPENING NOV 2015

DIGITAL SERVICES

NEW MOBILE LIBRARY

A new custom-built mobile library was launched and commenced operation in April 2015, replacing the existing Bellarine and Surf Coast Mobile Library which had been in service for 25 years. The vehicle houses a number of improved services and features, including regular collection refreshment, WiFi and Internet-access computers, an accessible lift and a large floor area. The total cost to put this vehicle on the road was just over $600,000, financed by $440,000 in funding from the Victorian State Government's Living Libraries Infrastructure Program and $160,000 from GRLC's capital expenditure program.

NORTHERN ARC HEALTH AND WELLBEING HUB

In June 2015, the City of Greater Geelong endorsed the Northern Arc Master Plan, which will guide the development of a community health and wellbeing precinct in Norlane over the next 15 years. The GRLC has participated in planning and consultation activities for the development, which will include a major upgrade to the site which is currently home to the Corio Library, Waterworld Leisure Centre and Centre Hall. The Master Plan proposes the development of a new Corio Library, as well as an integrated aquatic and leisure centre, a multipurpose community hall, a medical facility, café and street-scaping.

THE WELL – SMYTHESDALE BUSINESS, HEALTH AND COMMUNITY HUB

Golden Plains Shire has received $500,000 in funding from Regional Development Victoria for the Smythesdale Business and Well-being Hub Upgrade Project. The GRLC has participated in planning activities for the development, which is currently in the design phase. Construction is expected to commence in early 2016.

LEOPOLD LIBRARY

Planning continued for Stage Two of the Leopold Community Hub which will include a community library and youth space. GRLC was represented on the Project Control Group. Completion of detailed design is expected in the 2015-16 year.

LARA LIBRARY

GRLC participated in concept planning for a new permanent Lara Library to replace the interim library which was opened in late 2011. The replacement library is included as part of the City of Greater Geelong's Lara Structure Plan which provides a framework to guide the growth and development of Lara over the next ten years.

The library is committed to embracing emerging technologies and providing opportunities for our community members to learn and connect in the digital space.

We seek to be responsive to the rapidly changing technological environment and innovative in our approach to service delivery. This is becoming increasingly important as communities seek to collaborate and share knowledge online, experiment with new technologies, and access information from the Internet for work, education and leisure.

INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) SECURITY

Following completion of the library's ICT Status and Preparedness Evaluation, GRLC implemented a new ICT Security Policy System and associated standards. The policy system outlines best practice processes to support the library's ICT operations. The system underpins the library's determination to ensure information confidentiality, data integrity and the accessibility and useability of information on demand.

In addition, an ICT Business Continuity Plan has been developed to ensure GRLC can protect its people and critical ICT operations in the event of disruption to normal business. This includes decision-making procedures and thresholds in relation to disaster recovery procedures.

DIGITAL STRATEGY

The library's Digital Strategy Framework outlines a plan for the development and implementation of a technology-enabled service delivery model allowing 24/7 access to our collections, services and programs. The first of three phases of the framework have been completed, with the ICT Status and Preparedness Evaluation determining the library's readiness for future technology challenges. Endorsement has been provided by the GRLC Board for commencement of the second phase: a benchmarking process using The Edge Initiative (see over). Phase three will involve the review and prioritisation of the actions emerging from the benchmarking process.

WIFI REVIEW

A report into the library's WiFi service was presented to the GRLC Board to determine how our WiFi service is responding to the extraordinary community demand across our library network. The report provided a quantitative review of the current capacity of our service, identified problem areas, and relayed customer feedback in relation to available bandwidth. The report made five recommendations related to connection to fast broadband services and providing equitable access to bandwidth using innovative and currently-available technology. The GRLC is now undertaking work to remove barriers to access, connect to high speed broadband and improve the WiFi experience for customers.

TECHNOLOGY ON NEW MOBILE LIBRARY

The new Bellarine and Surf Coast Mobile Library vehicle commenced service in April 2015 and boasts a first-class technology offer. Popular library services such as printing and WiFi access, previously unavailable in the Mobile Library, are now on offer. Customers can also download eBooks and eAudiobooks to their own portable devices, and access iPads, Chromebooks and a Windows laptop. The introduction of technology on board allows eKnowHow sessions to be run at Mobile Library stops for the first time.

THE EDGE INITIATIVE BENCHMARKING

The Edge Initiative was developed by a national coalition of leading United States library and local government organisations. It is funded by the Bill and Melinda Gates Foundation and led by the Urban Libraries Council in the USA. Participation in The Edge Initiative provides GRLC with the ability to critically analyse our service; assess how our community is using technology; and determine how best practices can be put in place to align future growth and services with community priorities.

GEELONG LIBRARY AND HERITAGE CENTRE TECHNOLOGY

Planning and trialling of innovative new technology to be housed in the Geelong Library and Heritage Centre is well underway. The technology will underpin the innovative library and information services provided by library staff.

Some of the technology experiences being planned for offer in the GLHC include:

- Very high speed free Internet access (up to 1Gbps)
- Free, fast WiFi access within the building and surrounding area
- 3D printing and scanning
- Virtual reality
- Interactive smart tables
- Digital way-finding kiosks
- WiFi printing
- Green screen photo booth and guestbook
- Large numbers of public-access computers (PC and Mac) and iPads
- Assistive technology
- High quality audio visual systems
- Teleconference and video teleconference facilities
- Lecture capture technology for major events and functions.

eAccess	2010/11	2011/12	2012/13	2013/14	2014/15	% change since last year	% change over last five years
Website visits	605,039	642,916	763,849	770,516	750,736	-3%	24%
Public access Internet sessions	127,386	154,593	192,398	205,242	191,480	-7%	50%
eCollections access[1] (including eBook loans)	45,927	96,882	156,687	236,336	263,501	11%	474%
Wireless usage sessions	20,016	59,857	113,461	222,833	371,948	67%	1758%
Reservations	351,944	375,554	397,852	408,606	382,138	-6%	9%

[1] eCollection access includes accesses to online databases, online newspapers, literacy and language programs, loans of eBooks, eAudiobooks and digital magazines.

67%
INCREASE IN
WIFI
USAGE

INFORMATION SERVICES
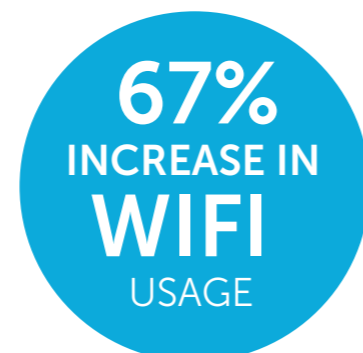
In the past year the library has delivered 752 information service programs, covering 56 different topics.

TECH SAVVY SENIORS

The library's Tech Savvy Seniors program aims to encourage seniors to embrace digital technology and learn new skills. The program is run with the support of Telstra and the Seniors Card Age Friendly Partners Program. During 2014/15, the library delivered 41 sessions in library branches and community venues, with topics including Smartphone Basics, Introduction to Social Media and Introduction to Cybersafety. By extending the program into community venues the library was able to reach new audiences in areas including Deans Marsh, Lorne, Meredith, Portarlington, Queenscliff, Smythesdale and Winchelsea. A total of 277 people participated in the program this year.

eKNOWHOW

In addition to regular eKnowHow programs held throughout 2014/15, our Information Resource Librarians also provided special sessions during Social Media September. These sessions offered library users the chance to learn about popular social media platforms such as Facebook, Twitter, YouTube, blogging and Pinterest.

MAKERSPACES

Programmed MakerSpaces sessions were introduced in the past year, with a range of classes providing opportunities for collaboration and digital creation. Sessions have included Creating an eBook, Editing with Movie Maker, photo editing, programming Arduino micro-computers and creating invitations using Microsoft Publisher.

INFORMATION ENQUIRIES

Library staff responded to 147,292 information enquiries, an increase of 11% compared to 2013/14.

PARTNERSHIPS

In 2014/15, the GRLC successfully partnered with the City of Greater Geelong's Community Development Unit and Infoxchange on the Communities Accessing Technology project. The project involved a series of community-based Digital Inclusion pop-up workshops in Geelong's 3219 postcode region. GRLC librarians demonstrated the latest mobile devices, provided information about how to be safe online, and directed participants to training and support services on offer at their local libraries. Workshop locations included:

- Flamefest – Whittington Festival
- Men's Shed Day – Geelong East Men's Shed
- Community Launch and Family Fun Day – Whittington Neighbourhood House
- Leopold Sportsmans Club
- Whittington Primary School Market Day.

COLLECTIONS

The library's collections are strategically developed and regularly refreshed to meet the needs and interests of our users. Our commitment to the constant revitalisation of the collection is demonstrated by the addition of 64,944 physical items in 2014/15.

The popularity of the library's digital collection continues to grow rapidly: 2014/15 saw a 39 per cent increase in eBook loans, a 68 per cent increase in eAudiobook loans, and a 37 per cent increase in the download of online newspapers and magazines (compared to 2013/14). To meet this rising demand, the library has this year expanded its collection of eBooks by 93 per cent and eAudiobooks by 34 per cent.

COLLECTION MANAGEMENT PLAN

In 2014/15 the library implemented a Collection Management Plan which enabled clear objectives and targets to be set for collection management. The plan includes the scheduled monitoring and regular review of collections to ensure they are current, appealing and meeting the needs of our diverse users.

GEELONG LIBRARY AND HERITAGE CENTRE

Planning for the delivery of service from the new Geelong Library and Heritage Centre is well underway with the development of significant new print, electronic and multimedia collections. The carefully curated collections will cover a number of specialist areas including: art and literature, Australian, contemporary and classic literature, VCE resources and material for young adults.

In addition, historical records held at the Geelong Heritage Centre will be included in the library's online catalogue system, making them more accessible to the public. Planning is also underway to enable digital images in the Heritage Centre's collection to be accessed from the library's online Portfolio platform.

PARTNERSHIPS

In 2014/15 the GRLC partnered with Amaze (formerly Autism Australia) to provide improved support to people in the community affected by Autism Spectrum Disorder (ASD), by including autism-specific resources in the library collection.

The Cottage by the Sea Reef Program aims to raise the skills, confidence and expectations of children from disadvantaged backgrounds. The library once again supported this program by providing program graduates with a literacy gift bag.

The library also partnered with Soroptimist International, providing literacy gift bags to young children from the 3219 postcode area to help support their transition to school.

Our collaboration with GASP (Geelong Adolescent Sexuality Project) continued this year, with the addition of new picture books to our collection of titles that include Lesbian, Gay, Bisexual and Transgender (LGBT) themes such as children with same-sex parents, homosexuality and being different.

BOOK CLUBS

Book Club Kits, introduced in 2013, continue to be extremely popular. In the past twelve months 618 kits (equating to 7,365 books) were borrowed, and 21 new kits added to meet demand. e-Reader Book Club Kits, containing a selection of classic titles, are now also available for loan. The library supports 126 book clubs across the region.

NEW ADDITIONS TO THE COLLECTION

A new collection of parenting resources has been introduced in nine of our library branches. The collection provides parenting resources in a variety of formats.

In support of the library's aim to improve community access to emerging technologies, 10 Chromebooks have been added to the borrowing collection this year.

64,944
ITEMS ADDED TO
COLLECTION

Collection size by location	No. items
Bannockburn	17,403
Barwon Heads	6,585
Belmont	52,437
Chilwell	13,840
Corio	40,198
Drysdale	20,283
Geelong	37,787
Geelong West	37,141
Highton	10,687
Lara	17,821
Mobile Libraries	10,718
Newcomb	25,495
Ocean Grove	26,666
Queenscliff	14,701
Torquay	20,004
Waurn Ponds	31,561
Western Heights College	6,166
Online eCollections	9,712
Total	**399,205**

Collection by type	No. items	% of total collection
Junior	105,606	26.5%
Adult Fiction	81,808	20.5%
Adult NonFiction	75,050	18.8%
DVDs	30,688	7.7%
Music CDs	21,746	5.4%
Large Print	19,455	4.9%
Young Adult	17,917	4.5%
Magazines	14,674	3.7%
AudioBooks	12,363	3.1%
eCollections	9,712	2.4%
LOTE	6,589	1.7%
Reference	2,284	0.6%
Local Area Collection	1,313	0.3%
Total	**399,205**	**100.0%**

INTERLIBRARY LOANS

Library Link Victoria provides library members with a single point of access for searching the catalogues of all public libraries in Victoria and allows users to requests items to be delivered to their local library. Our library members took advantage of this service by placing 7,130 requests for items from other libraries this year (a 7 per cent increase compared to 2013/14), while our library received 6,420 requests from members of other libraries for items from our collections (a 2 per cent increase).

80% OF THE **COLLECTION** IS LESS THAN **FIVE YEARS OLD**

EVENTS & PROGRAMS

The library delivered 4,435 programs and events during 2014/15. At 118,833, the number of participants in these events increased by 9 per cent from the previous year.

GRLC's lifelong learning and cultural programming catered for all ages and diverse interests. Programs for children focussed on supporting early literacy development. Young adults enjoyed a program of activities which provided opportunities for learning new skills, developing literacy, accessing technology and socialising. An extensive program for adults enabled skill development, facilitated community connectedness, presented big ideas, introduced authors and assisted with digital literacy.

PROGRAMS FOR ADULTS

AUTHOR ENCOUNTERS

The library presented these 25 Author Encounter sessions:

Alice Pung, *Laurinda*

Alli Sinclair & Fiona Lowe, *Romance Fiction is like a Box of Chocolates*

Anne Buist, *Medea's Curse*

Brooke Davis, *Lost & Found*

Claire Saxby, *Emu* (celebrating Children's Week)

Debra Oswald, *Useful*

Dr Lata Satyen, *Enhancing your Memory*

Dr Munjed Al Muderis, *Born Free*

Dr. Ruth Lee, *Woman War Doctor: The Life of Mary De Garis* (part of the Honouring Anzac Program)

Geelong Writers Inc., *Polyglots2015*

Harvey Broadbent, *Defending Gallipoli: The Turkish Defence* (part of the Honouring Anzac Program)

Helen Trinca, *A Life of Madeleine St John*

Jennifer Kloester, *The Rapunzel Dilemma*

Jock Serong, *Jock Talks Crime*

Julie Szego, *A Great Injustice*

Kate White, *Keeping Women in Science*

Lee Fox, *Ella Kazoo and the Hermit Crabs!*

Maggie MacKeller, *How to Get There*

Margareta Osborn, *Rose River*

Paul Livingston, *Absent Without Leave*

Ramona Koval, *Bloodhound: Searching for My Father*

Richard Bennett, *The Surfer's Mind*

Rosemary Selkirk with Naomi Adams, *Are You Afraid of Monsters?*

Stephen Cummings in conversation with Dr John Lamp

Tony Windsor, *Windsor's Way*.

AUTHOR ENCOUNTERS – LOCAL SHOWCASE

These events celebrated emerging and established local talent.

Kathryn Martin, Book Launch, *Prophecy Unravelled*

Lindsay Smail, Book Launch, *Weather Wonders of Geelong*

Marisa Alo, *Cheeky Missy*.

SPECIAL EVENTS

The following special events were presented this year:

Barrie Cassidy, *Private Bill*

Bob Carr, *Diary of a Foreign Minister*

Catriona Rowntree, Charity Book Launch, *Now We're Talking: Health for Mature Women*

Clementine Ford, Are Women Invisible?

Don Gerling in conversation, Medals and Military History: From Research to Restoration

Don Watson, *Discussing The Bush*

Gideon Haigh, An Evening with Gideon Haigh

Hannie Rayson with Alicia Sometimes: *Hello, Beautiful!*

Helen Brown, Book Launch, *Tumbledown Manor*

Hugh Mackay with Derek Guille, *The Art of Belonging*

Prof. Jenny Hocking, *Gough Whitlam* and the Art of Biography.

Word for Word National Non-Fiction Festival – Interpreting History – The Written Word, Art, Film & Music with Dr Clare Wright, Molly Oldfield, Shane Howard, Ash Davies, Aaron Patterson, Derek Guille

The library presented the following events as part of the Geelong After Dark program. Special thanks to Yvonne Adami who assisted with the programing of these events.

- Art & Text
- In the Light of Night
- William Shakespeare's Sonnets.

OPEN MIND LECTURES

The Library presented seven Open Mind Lectures, intended to educate, inform and challenge our audiences on the latest research, ideas and issues.

Assoc. Prof. Peter Enticott, Autism: Facts and Fiction

Hannah Bereznicki, Brain Stimulation: Promises and Pitfalls

Heather Gallagher Discusses Post Natal Depression

John Marsden, Education

Lou Harvey-Zahra, Happy Child and Happy Home

Michael McKernan, Victoria at War 1914-1918

Prof. Michael Berk, Can Depression be Prevented? (for Mental Health Week).

LIVING LIBRARY WORKSHOP SERIES: "ONCE UPON A SHIRE…"

This program provided the opportunity for participants to work with local Golden Plains Shire artists to learn new skills.

Andrew Plant – Illustrating workshop

Anne Langdon – Printmaking workshop

Barry Wemyss – Bookmaking workshop

Matt Porter – Writing workshop.

POETRY

We celebrated World Poetry Day 2014 by recognising the achievements of local poets published in *Best Australian Poems 2014*. The evening was hosted by Amanda Johnson and featured readings by poets Diane Fahey, Alyson Miller, David McCooey, Joan Kerr, Maria Takolander and Anthony Lynch. Robyn Rowland's poem was read by Anthony Lynch. Special thanks to Yvonne Adami, the instigator of World Poetry Day for the library.

A World Poetry Day event was also held at Ocean Grove Library.

GEELONG SENIORS FESTIVAL

The following sessions were held during October as part of Geelong Seniors Festival.

Dianne Hughes and Pam Jennings, *Historical Bannockburn*

Discover your Ancestry

Geelong Handbell Choir

Seniors' iPad Basics

Tattle Tales story-telling

The Love of Life Pop-up Festival featured the following events:

Ann Abrahmsen, Writing Workshop – What's that you say?

Bill Robertson, No Witness, No Case

Gardening for Good Health

Jill & Col, The Bushman & The Folksinger

Legal Lingo Bingo

Maggie Counihan, Ageing with Joy

Maggie Counihan, Expeditions After Sixty

Maureen Smith and Joan Morgan-McCarthy, It's Taboo…Or is it? Relationships and Sexuality Post Sixty

Maureen Smith and Joan Morgan-McCarthy, Myth Busting Ageing

Natasha Sampson, Writing Workshop – Memoir and Journal Writing

Phillipa Challis, Laughing your Way to Better Health

Tim Fisher, Les Misérables – From Page to Stage

Panel discussion: Free at Last.

LOCAL LIBRARY EVENTS

A Celebration of Yarn (for World Wide Knit in Public Day)

An Arty Party

Art from Paper

Christmas Papercraft Workshop

Conscription Chronicles

Cooking for Better Health

Craft Workshop: A Community Tribute of Respect and Remembrance – 5,000 Poppies

Cyber Republic: It's Another Land Online

118,833
EVENTS &
PROGRAMS
PARTICIPANTS

Cooking for Good Health

Having the conversation – Planning Future Medical Treatment

Why is Mummy so Sad?: Perspectives on Postnatal Depression

Ina Costin in conversation, Cycling through Europe

Make your own Christmas Cards

One Soldier's Journey – Family History Session

Kiss 'n' Tell! (for Library Lovers' Day)

Drumming Circle

Let's Talk Tea

Lunch at the Library (for Library Lovers' Day)

Mindfulness Meditation

Reclaim the Night

Research your own History

Tales of Tails

Threads and Needles (for World Wide Knit in Public Day)

Wonderful World of Worms

Yoga for Adults.

REGULAR LOCAL LIBRARY PROGRAMS

Book Bites

Book Chat

Have a Yarn

Oversized Chess and Checkers.

PARTICIPATION IN EXTERNAL PROGRAMS

Australian Library and Information Association (ALIA) Summer Reading Program

Barwon Heads Festival of the Sea

Borough of Queenscliffe, Sea of Words Festival

Grovedale Community Hub Festival

NAIDOC Week

Northern Expo

PakoFesta

Reclaim the Night Geelong

Tastes of Central Geelong

Welcome to 3219 Festival

WestFest

Whittington Flamefest.

FUNDRAISING

Catriona Rowntree, Charity Book Launch, *Now We're Talking: Health for Mature Women*

Tea Pot Tales story-telling sessions were held to raise money for the Cancer Council's Australia's Biggest Morning Tea.

eKNOWHOW

Library staff conducted the following technology-themed learning sessions for adults.

Adobe Photoshop - Ask a Specialist

Advancing Your English Online

An Anzac in the family

Android Basics

Android Q&A

Blogging 101

Book a Librarian

Celebrating Seniors – Discover Your Ancestry

Celebrating Seniors – Seniors iPad basics

Chromebooks

Discover Your Ancestry

eAudiobooks

eBooks with Bolinda

eBooks on your tablet

Facebook 101

Find your career with MyCareerMatch

Free digital magazines

Honouring ANZAC – an ANZAC in the family

Honouring ANZAC – read all about it!

Introduction to social media

iPad Q&A

Learn Android basics

Learn iPad basics

MyCareerMatch

Smartphone basics

Social Media September – Blogging 101

Social Media September – Facebook and security

Social Media September – Pinterest 101

Social Media September – Twitter 101

Social Media September – Welcome to the Revolution

Social Media September – YouTube 101

Tablet Group

Tablet Q&A

Talking about tomorrow's tech

Tech Savvy Seniors – Android Basics

Tech Savvy Seniors – Facebook 101

Tech Savvy Seniors - Intro to cyber safety

Tech Savvy Seniors - Intro to eBay and online shopping

Tech Savvy Seniors - Intro to the internet

Tech Savvy Seniors – Intro to social media

Tech Savvy Seniors – iPad basics

Tech Savvy Seniors – Skype and internet communication

Tech Savvy Seniors – Smartphone Basics

Tech Savvy Seniors – Windows tablet basics

Tools for Teachers

Travel eResources

Twitter 101

Where's the news?

Zinio digital magazines.

MAKERSPACES SESSIONS

Library staff conducted the following MakerSpaces sessions for adults:

Creating invitations using Microsoft Publisher

Creating an eBook

Editing with Movie Maker

Moving pictures

Arduino Remote controls

Photo editing 101

Arduino Thirsty plants.

PROGRAMS FOR CHILDREN

The library is dedicated to providing programs which support the development of reading, literacy and a lifelong love of books. Our children's programs are very popular, with participation rates increasing by 9 per cent in 2014/15 compared to the previous year.

REGULAR CHILDREN'S PROGRAMS

The following early literacy and language programs are offered on a weekly basis throughout the year for children under 12 years:

Lego Fridays (6+)

Lego MINDSTORMS (8+)

The Wednesday Mix

Baby Time (0-12 months)

Toddler Time (1-3 years)

Preschool Story Time (1-6 years)

Chatterbooks (8-12 years).

CHILDREN'S SPECIAL EVENTS

Andy Griffiths, *Treehouse Series*

Family Film Night

Graeme Base, *The Last King of Angkor Wat*

Halloween Hullabaloo

Jackie Hosking, *The Croc and the Platypus*

Lee Fox, Ella Kazoo and the Hermit Crabs!

Ooo I Adore Adventure Time

Rosemary Selkirk, *Are You Afraid of Monsters?*

Terry Denton, Award-winning Children's Book Illustrator

Year of the Sheep.

SPECIAL STORY TIME SESSIONS

Caring, Sharing Stories (Celebrating 2014 Children's Week)

GoWest, Rainbow Families Story Time (delivered in partnership with City of Greater Geelong, Youth Development Unit, Geelong Adolescent Sexuality Project – GASP and Courthouse Youth Arts)

Hugh Kingsley – Pirate Stories

National Simultaneous Storytime, *The Brothers Quibble*

PakoFesta Storytelling, Different and Therefore Equal

Saturday Stories and Games

Saturday Story Time

Stories on the Foreshore (Celebrating National Seaweek)

Story Train

Superhero Stories

Travel the World in Tales (Celebrating Cultural Diversity Week)

World Story Telling Day.

SCHOOL HOLIDAY PROGRAMS

July 2014: Cultural Connections

September 2014: Investigating the Past

January 2015: Adventure

April 2015: Recycle Repurpose.

PARTICIPATION IN EXTERNAL PROGRAMS

ALIA National Simultaneous Storytime featuring *The Brothers Quibble* by Aaron Blabey

Australian Library and Information Association (ALIA) Summer Reading Club

Children's Book Week

Cultural Diversity Week

GPAC Poppykettle Children's Festival

National Seaweek

PakoFesta

St Francis Xavier Primary School, Linking Schools and Early Years Transition Program

Surf Coast Shire, Children's Week Activities

The Victorian Premier's Reading Challenge.

PROGRAMS FOR YOUTH

YOUTH PROGRAMS

The following programs for young people aged 10 years and older were held on a regular basis at libraries across the region:

ALL IN (presented in partnership with the City of Greater Geelong's Youth Development Unit)

ART HOUSE (presented in partnership with the City of Greater Geelong's Youth Development Unit)

Manga Club

Movie Mania (presented in partnership with the Golden Plain Shire Youth Development Unit)

Switch Writing Group (presented in partnership with the City of Greater Geelong's Youth Development Unit).

YOUTH SPECIAL EVENTS

Alice Pung, Author Event

All In Game On (presented in partnership with the City of Greater Geelong's Youth Development Unit)

All In Movie Night (presented in partnership with the City of Greater Geelong's Youth Development Unit)

Books, Fairybread and Flicks, GoWest Midsumma Festival (delivered in partnership with City of Greater Geelong, Youth Development Unit, Geelong Adolescent Sexuality Project – GASP and Courthouse Youth Arts)

National Reconciliation Week events

National Youth Week 2015 events (presented in partnership with the City of Greater Geelong's Youth Development Unit)

National Youth Week 2015 Writers Festival (guest authors Bernard Caleo, Matthew Porter, Sarah Howell and Tony Thompson)

Remembering our Anzacs

Youth Voices: Creative Kindness.

Successful school holiday programs for youth have also been established and are attracting regular and repeat audiences. Programs have included:

- Creative and craft activities
- Gaming sessions
- iPad-based sessions
- Writing workshops.

COMMUNITY

COMMUNITY NETWORKS AND PARTNERSHIPS

Throughout the year we worked with:

3219 East Forum

3219 Festival

3219 Youth Network

Allen and Unwin

Arts Atlas Geelong

Aware (formerly Austism Victoria)

Barwon Community Legal Service

Barwon Heads Festival of the Sea

Barwon Heads Senior Citizens Club

Barwon Health

Bay FM

Bellarine Community Health

Bellarine Early Years Network

Bellarine Historical Society

Bellarine Living and Learning Centre

Bellarine Railway

Bellarine Youth Development Network

Best Start Partnership (Corio-Norlane)

Bethany Community Support

Black Inc. Books

Boorai Centre

Borough of Queenscliffe

Cancer Council

City of Greater Geelong, Community Development

City of Greater Geelong, Family Services

City of Greater Geelong, Maternal and Child Health Service

City of Greater Geelong, Youth Development

Cloverdale Community Centre

Community Agents of Sustainability (CAOS) Network

Cottage by the Sea

Courthouse Youth Arts

dal Gourmet Café and Catering

Darriwill Farm Highton

Deakin University Library

Deakin University, Word for Word Festival

Department of Premier and Cabinet, Office of Aboriginal Affairs

Diversitat

DoCare Geelong

Education Institute

Fisheries Victoria's Marine and Freshwater Discovery Centre

Flamefest

Geelong Adolescent Sexuality Project (GASP)

Geelong After Dark

Geelong Area Multiple Birth Association

Geelong East Men's Shed

Geelong Food Relief

Geelong Friends of Viqueque

Geelong Gallery

Geelong Heritage Centre

Geelong Performing Arts Centre

Geelong Seniors Festival

Geelong Weather Services

Geelong West Neighbourhood House

Geelong Writers Inc

Geelong Writers' Group

Glastonbury Community Services

Golden Plains Shire

GoWest Midsumma Festival

Great Escape Books

Grovedale Community Hub

Hachette Australia

Infoxchange

International Network of Emerging Library Innovators

Karingal

Leopold Sportsmans Club

MacKillop Family Services

Melbourne University Publishing

Melbourne Writers Festival

MIS Playgroup

National Disability Insurance Scheme

National Wool Museum

Neami National

Nelson Park School

NewSouth Books

Norlane Child and Family Centre

Ocean Grove Barwon Heads RSL

Ocean Grove Surfside Probus Club

Oceania International Network of Emerging Library Innovators

OPSM

Pan Macmillan

Paton Books

PCs for Kids

Penguin Random House

Quota International

Reclaim the Night

Rosewall Neighbourhood House

Rotary Club of Geelong West

Scope

Seniors Online Victoria

Sleepers Publishing

Soroptimist International

St Peter's Anglican Church ladies' group

State Library of Victoria

Summer Read

Surf Coast Shire

Telstra

Text Publishing

The fOrt Youth Centre

The Stella Prize

The Wheeler Centre

The Well – Smythesdale Business, Health and Community Hub

Torquay Books

University of Queensland Press

VicRoads

Victorian Seniors Card Program

Volunteering Geelong

Wadawurrung Corporation

Wathaurong Aboriginal Co-Operative

Waurn Ponds Probus Group

Whittington 3219 Linking Learning

Whittington Advocates for Youth (WAY)

Whittington Neighbourhood House

Whittington Primary School

Whittington Works Alliance

Winchelsea 1st Scout Group

Women in Local Democracy

Playgroup Victoria

PRD Music Services

Public Libraries Victoria Network

Pulse FM

Queenscliff Indigenous Plant Nursery

Queenscliffe Historical Museum

Queenscliff-Point Lonsdale Uniting Church

LEGISLATIVE COMPLIANCE

ACCESSIBILITY

The GRLC, in accordance with its responsibilities under the *Disability Discrimination Act 1992*, continues to implement recommendations from the Disability Action Plan which was adopted in 2011. The focus has been to address the four key outcome areas of reducing barriers to persons with a disability accessing goods, services and facilities; reducing barriers to persons with a disability obtaining and maintaining employment; promoting inclusion and participation in the community of persons with a disability; and achieving tangible changes in attitudes and practices which discriminate against persons with a disability.

In 2014/15 the GRLC worked with the City of Greater Geelong and Scope Victoria to develop a bespoke library Communication Board and iPad app. These tools allow improved communication between staff and customers who are unable to speak, have limited English, difficulty understanding instructions or who have speech which is difficult to understand. GRLC staff are required to undertake training in equitable access to library services.

ENVIRONMENTAL RESPONSIBILITY STATEMENT

GRLC is committed to working in a sustainable way. The initiatives undertaken during 2014/15 include: the donation of withdrawn collection items to Rotary Club of Geelong West for their annual Book Fair fundraiser; the recycling of decommissioned computers and technical equipment; and recycling of all withdrawn collection items beyond repair and other waste paper through professional paper recycling and waste management services.

INFORMATION PRIVACY ACT

We have adopted policies and processes that meet the requirements of the *Information Privacy Act 2000*. This includes privacy principles that relate to the collection of information, along with use and disclosure of information. Our Privacy Statement can be downloaded from our website. No complaints were received during 2014/15.

FREEDOM OF INFORMATION ACT

Under the *Freedom of Information Act 1982*, the community has the right to access certain documents from the GRLC. This general right of access is only limited by exceptions and exemptions which have been prescribed to protect essential public interests and the private and business affairs of people about whom the library holds information. No applications were received during 2014/15.

EQUAL OPPORTUNITY

The GRLC is committed to the principles of Equal Opportunity and we believe that our staff, volunteers, customers and suppliers are entitled to merit-based processes and an environment free of harassment and bullying.

All staff have an entitlement to access employment, promotion, training and benefits based on their skills, qualifications, abilities and work performance. We reinforce our commitment to the principles of equal opportunity through our staff induction program, Code of Conduct, and regular team meetings.

INSURANCE POLICY STATEMENT

We maintain insurance cover to protect our organisation, board members, officers, employees and volunteers as well as assets against claims arising from our activities or from natural occurrences such as storm damage, vehicle impact etc. We also maintained the following insurances for 2014/15 as required by law:

- Public and Products Liability and Professional Indemnity Insurance: protects the organisation against claims for negligence arising out of its operations and out of errors or omissions in professional advice. This cover is provided through the Municipal Association of Victoria.

- Directors and Officers Liability Insurance: protects board members and officers against any civil claims arising out of their normal functions as an officer or board member. The policy also covers the organisation for any employment law claims from its employees. This is provided by AAI Limited trading as Vero Insurance.

- Commercial Crime Insurance is provided through the Municipal Association of Victoria.

- A Workcover Insurance Policy is maintained in accordance with the requirements of the Victorian Workcover Insurance legislation with Gallagher Bassett Services.

RISK MANAGEMENT

GRLC's risk management framework applies a methodology consistent with the ANZ ISO 31000:2009 risk management guidelines as well as the Victorian Government Risk Management Framework developed by the Department of Treasury and Finance. The framework includes two risk registers: a strategic risk register and an operational risk register and these are critically reviewed on a biennial basis. The following risk management activities were undertaken during 2014/15:

- Biennial review of the Strategic Risk Register

- ICT status and preparedness evaluation including a review of ICT infrastructure

- Review and update of disaster-recovery infrastructure

- Test the restore of IT systems from back-up

- Development and continual review of the transition strategy for the new Geelong Library and Heritage Centre opening in late 2015.
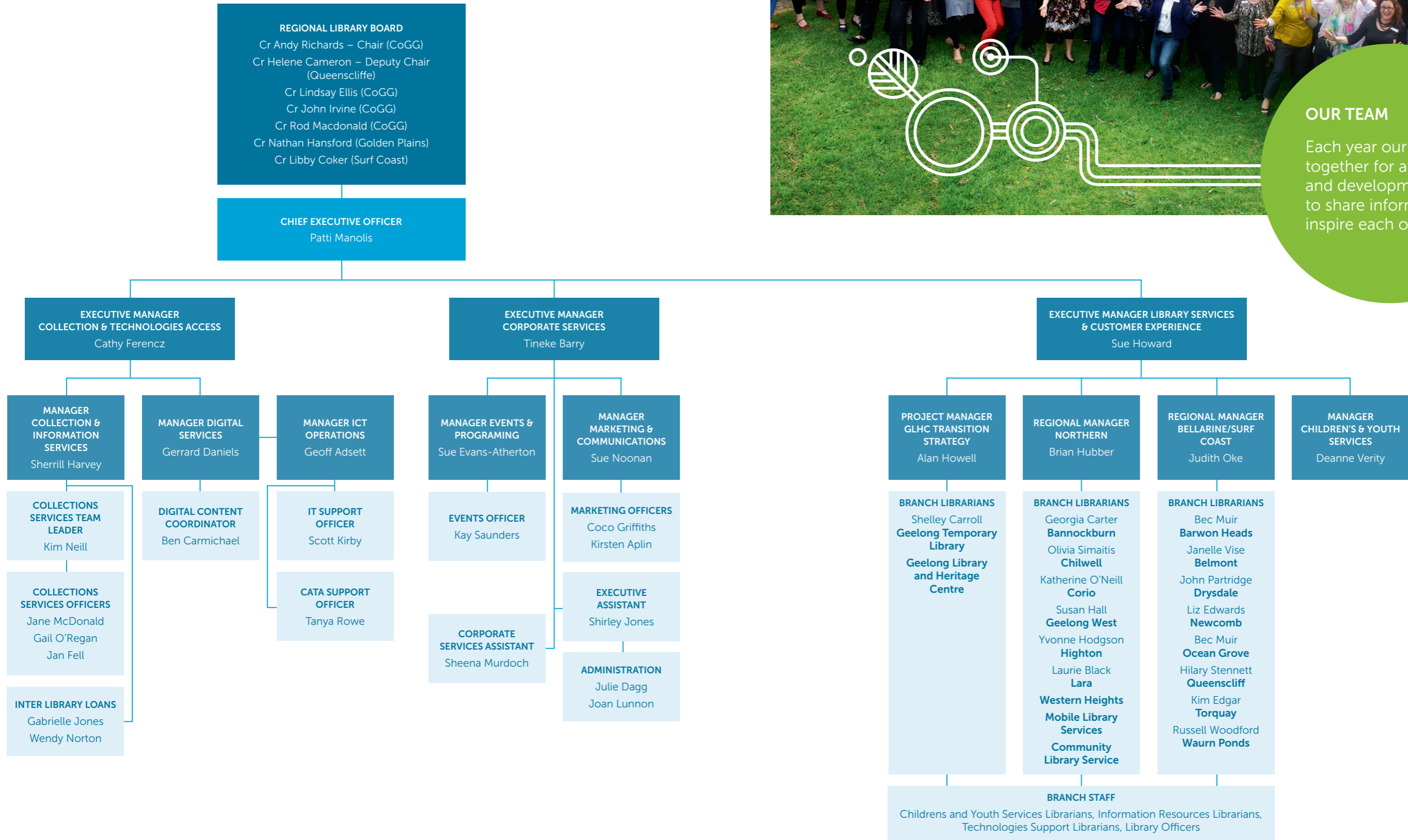
TEAM
ORGANISATIONAL STRUCTURE AS AT 30 JUNE 2015

OUR TEAM

Each year our staff get together for a training and development day, to share information and inspire each other.

REGIONAL LIBRARY BOARD
Cr Andy Richards – Chair (CoGG)
Cr Helene Cameron – Deputy Chair (Queenscliffe)
Cr Lindsay Ellis (CoGG)
Cr John Irvine (CoGG)
Cr Rod Macdonald (CoGG)
Cr Nathan Hansford (Golden Plains)
Cr Libby Coker (Surf Coast)

CHIEF EXECUTIVE OFFICER
Patti Manolis

EXECUTIVE MANAGER COLLECTION & TECHNOLOGIES ACCESS
Cathy Ferencz

EXECUTIVE MANAGER CORPORATE SERVICES
Tineke Barry

EXECUTIVE MANAGER LIBRARY SERVICES & CUSTOMER EXPERIENCE
Sue Howard

Collection & Technologies Access

MANAGER COLLECTION & INFORMATION SERVICES
Sherrill Harvey

- **COLLECTIONS SERVICES TEAM LEADER**
  Kim Neill
- **COLLECTIONS SERVICES OFFICERS**
  Jane McDonald
  Gail O'Regan
  Jan Fell
- **INTER LIBRARY LOANS**
  Gabrielle Jones
  Wendy Norton

MANAGER DIGITAL SERVICES
Gerrard Daniels

- **DIGITAL CONTENT COORDINATOR**
  Ben Carmichael

MANAGER ICT OPERATIONS
Geoff Adsett

- **IT SUPPORT OFFICER**
  Scott Kirby
- **CATA SUPPORT OFFICER**
  Tanya Rowe

Corporate Services

MANAGER EVENTS & PROGRAMING
Sue Evans-Atherton

- **EVENTS OFFICER**
  Kay Saunders
- **CORPORATE SERVICES ASSISTANT**
  Sheena Murdoch

MANAGER MARKETING & COMMUNICATIONS
Sue Noonan

- **MARKETING OFFICERS**
  Coco Griffiths
  Kirsten Aplin
- **EXECUTIVE ASSISTANT**
  Shirley Jones
- **ADMINISTRATION**
  Julie Dagg
  Joan Lunnon

Library Services & Customer Experience

PROJECT MANAGER GLHC TRANSITION STRATEGY
Alan Howell

- **BRANCH LIBRARIANS**
  Shelley Carroll
  Geelong Temporary Library
  Geelong Library and Heritage Centre

REGIONAL MANAGER NORTHERN
Brian Hubber

- **BRANCH LIBRARIANS**
  Georgia Carter **Bannockburn**
  Olivia Simaitis **Chilwell**
  Katherine O'Neill **Corio**
  Susan Hall **Geelong West**
  Yvonne Hodgson **Highton**
  Laurie Black **Lara**
  Western Heights
  Mobile Library Services
  Community Library Service

REGIONAL MANAGER BELLARINE/SURF COAST
Judith Oke

- **BRANCH LIBRARIANS**
  Bec Muir **Barwon Heads**
  Janelle Vise **Belmont**
  John Partridge **Drysdale**
  Liz Edwards **Newcomb**
  Bec Muir **Ocean Grove**
  Hilary Stennett **Queenscliff**
  Kim Edgar **Torquay**
  Russell Woodford **Waurn Ponds**

MANAGER CHILDREN'S & YOUTH SERVICES
Deanne Verity

BRANCH STAFF
Childrens and Youth Services Librarians, Information Resources Librarians, Technologies Support Librarians, Library Officers

ORGANISATIONAL MEMBERSHIPS

Australia Library and Information Association

G21 Geelong Regional Alliance

International Federation of Library Associations

Libraries Australia

Public Libraries Victoria Network (PLVN)

VALA Libraries Technology and the Future Inc.

Victorian Employers' Chamber of Commerce and Industry

EXECUTIVE MANAGEMENT TEAM

PATTI MANOLIS
Chief Executive Officer

- Bachelor of Education (Librarianship), Melbourne College of Advanced Education
- Graduate Diploma of Business, RMIT University
- Graduate, Australian Institute of Company Directors

External Networks and Committee Memberships

- Member, Australian Institute of Company Directors
- Member, Ministerial Advisory Council on Public Libraries
- President, Libraries for Timor-Leste Inc.
- Deputy President, Public Libraries Victoria Network
- Sponsor, Bill and Melinda Gates Foundation, International Network of Emerging Library Innovators
- Mentor, Oceania International Network of Emerging Library Innovators
- Board Member, Xanana Gusmao Reading Room and Xanana Cultural Centre, Timor-Leste
- Building Knowledge for Library Advocacy Working Group – State Library of Victoria
- Associate Member, Australian Library and Information Association
- Member, G21 Geelong Region Alliance Arts and Culture Pillar
- Member, G21 Geelong Region Alliance Education and Training Pillar
- Chair, Word for Word National Non-Fiction Festival Steering Committee

TINEKE BARRY
Executive Manager Corporate Services

- Bachelor of Commerce, Deakin University
- Member of Australian Society of Certified Practising Accountants (CPA)

External Networks and Committee Memberships

- Member, State Library of Victoria, Lead and Learn Program Workgroup
- Member, Word for Word National Non-Fiction Festival Advisory Group
- Member, Committee for Geelong – Leaders for Geelong Alumni

CATHY FERENCZ
Executive Manager Collection and Technologies Access

- Master of Information Studies, Charles Sturt University
- Graduate Diploma Advanced Nursing, La Trobe University
- Bachelor of Nursing, Deakin University
- Certificate IV Training and Assessment

External Networks and Committee Memberships

- Associate Member, Australian Library and Information Association
- Committee of Management Member, Libraries for Timor-Leste Inc

SUE HOWARD
Interim Executive Manager Services and Customer Experience

- Bachelor Behavioural Science, La Trobe University
- Graduate Diploma Recreation Management, Phillip Institute of Technology
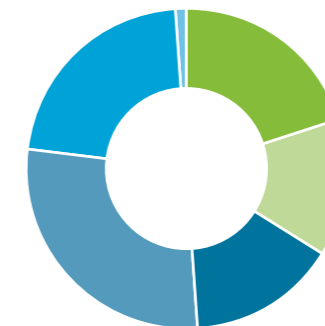
WORKFORCE DATA

Geelong Regional Library Corporation employed a total of 148 staff compared to 140 last year. Ongoing EFT is 76.3, a slight increase on the previous year's EFT of 75.7.
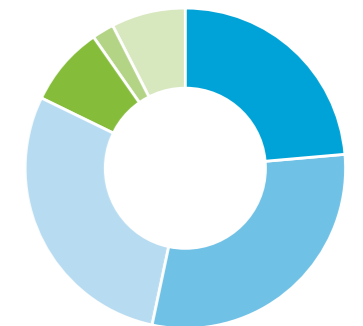
STAFF EFT
2014/15 (2013/14)

- ● Ongoing - Full time   49.0   (49.0)
- ● Ongoing - Part time   27.3   (26.7)
- ● Fixed term & casual   19.7   (16.0)

AGE BREAKDOWN
AS AT 30 JUNE 2015 (2014)

- ● Under 25   20%   (21%)
- ● 25-34   14%   (11%)
- ● 35-44   15%   (16%)
- ● 45-54   28%   (26%)
- ● 55-64   22%   (24%)
- ● Over 65   1%   (2%)

MALE/FEMALE BREAKDOWN (HEADCOUNT)
AS AT 30 JUNE 2015 (2014)

- ● Female - Full time   35   (33)
- ● Female - Part time   44   (46)
- ● Female - Fixed term & casual   43   (33)

TOTAL   122 (112)

- ● Male - Full time   12   (12)
- ● Male - Part time   3   (2)
- ● Male - Fixed term & casual   11   (14)

TOTAL   26   (28)

OCCUPATIONAL HEALTH AND SAFETY

GRLC's OH&S management system is made up of a number of elements including: policies, procedures and planning; incident reporting; council liaison and support; OH&S Committee; OH&S training and WorkCover management. OH&S Committee meetings are held quarterly.

Achievements over the past 12 months have included the installation of additional external security lighting at four branches and the provision of portable security devices for staff working alone.

Lost time due to WorkCover claims has been a minimal 9.75 hours relating to one minor ongoing claim. GRLC's WorkSafe insurance rate for 2014/15 was 0.504% which is lower than the industry average of 0.579%. Total unplanned staff absences were 2.9% compared to 2.8% last year, which is indicative of a healthy workplace.

STAFF CONSULTATION

With 148 staff spread over 19 locations, an active approach to internal communications is vital to staff effectiveness. Regular work group meetings and the annual staff day, where all libraries are closed to the general public, provide face-to-face time with colleagues. The staff intranet continues to develop as an open, multi-faceted communication tool, facilitating staff collaboration, providing a gateway to business information and transparency in our dealings.

2014/15 is the second year of the Geelong Regional Library Corporation Enterprise Agreement Number 6 (2013) which covers a four year period and expires on 30 June 2017. The agreement delivers an annual 3.8% wage increase as well as a number of benefits including: support for staff experiencing family violence, enhanced flexibility clauses such as purchased leave and time in lieu and the formalisation of tertiary study support for staff.

STAFF TRAINING AND DEVELOPMENT

Staff training and development activities were undertaken during 2014/15 in the following five key areas: leadership, tertiary studies, work skills development, conferences/networking and compliance. As an organisation promoting literacy and lifelong learning we recognise the need to support our staff with a range of learning opportunities that equip them with the skills they require to perform their roles. Training and development responds to a wide variety of day-to-day demands across a broad range of roles, as well as technological and customer engagement developments required in the delivery of library services world-wide.

LEADERSHIP

Congratulations to the following staff who have been independently recognised for their leadership achievements:

Kim Edgar and Bec Muir – State Library of Victoria Shared Leadership Program

Kim Edgar and Bec Muir, both Branch Librarians in our community libraries, have been accepted into the State Library of Victoria's 2015 Shared Leadership Program. Kim and Bec will join 18 colleagues from libraries across Victoria to take part in this unique opportunity to develop leadership and teamwork skills.

Jessica Sullivan – 2014 VALA Student Award – RMIT University

Jessica Sullivan was awarded the 2014 VALA – Libraries, Technology and the Future Student Award. Jessica achieved high distinctions and the highest aggregate score in three technology courses used to assess the award as part of her Graduate Diploma of Information Management studies at RMIT. Jessica is now completing a Master of Publishing and Communication at the University of Melbourne.

Deanne Verity – Bill and Melinda Gates Foundation – International Network of Emerging Library Innovators (INELI) – Oceania – Leadership Development Program

Deanne Verity, Manager, Children's and Youth Services, is in the second year of a two year program where, together with participants from New Zealand and the Pacific Islands, she will engage in a range of professional development activities, build valuable professional networks and work collaboratively on areas of study including innovation, risk-taking, project management, creating successful teams and conflict resolution.

The Bill and Melinda Gates Foundation works in partnership with governments and other public and private funders to expand technology access in public libraries, foster innovation, train library leaders and advocate for policy change that will benefit public libraries.

Leadership Training Programs

Externally facilitated training for selected staff in leadership and management training has included the following courses: Day to Day Management and Supervision of Staff, Difficult Workplace Behaviours, and the Effective New Manager.

TERTIARY STUDIES

Chairperson's scholarship

The Chairperson's Scholarship was established in 2009 and is a program of support for staff to undertake tertiary librarianship studies.

Two recipients have successfully completed their courses of study:

- **Cathy Ferencz**, formerly Information Services Coordinator and now Executive Manager Collection and Technologies Access

- **Katherine O'Neill**, formerly Information Services Librarian and now Branch Librarian at Corio Library.

Both have completed the Graduate Diploma of Information Studies, Charles Sturt University, with scholarships awarded in 2010 and studies completed in 2011.

Both of these recipients have also continued with their studies independently, with Cathy Ferencz being awarded a Master of Information Studies in 2014.

Four recipients are continuing their studies in the following tertiary courses:

- **Deanne Verity,** Manager, Children's and Youth Services, Bachelor of Information Studies, Charles Sturt University. A scholarship was awarded in 2009

- **Nicola Tatasciore**, Children's and Youth Services Librarian, Bachelor of Information Studies, Charles Sturt University. A scholarship was awarded in 2010

- **Georgia Carter**, Branch Librarian Bannockburn Library, Graduate Diploma of Information Studies, Charles Sturt University. A scholarship was awarded in 2012

- **Sheridan McLeavy**, Library Officer, Bachelor of Information Studies, Charles Sturt University. A scholarship was awarded in 2012.

Tertiary Study Leave Program

GRLC supported two members of staff during 2014/15:

- **Lee Foyster**, Children's and Youth Services Librarian, completed a Graduate Certificate of Literacy and Numeracy (Early Years), Charles Sturt University

- **Judith Oke**, Regional Manager Bellarine/Surf Coast, is undertaking a Graduate Diploma in Local, Family and Applied History, University of New England.

WORK SKILLS DEVELOPMENT

GRLC staff benefit from a range of training and development opportunities offered by the State Library of Victoria (SLV) and the Public Libraries Victoria Network (PLVN).

SLV forums and workshops

- Creating Partnerships for Creative Communities
- e-Publishing and Public Libraries
- Family History Feast: multicultural genealogy theme
- Mini-Conference: Renew, ReThink, Revitalise
- Oral Storytelling Workshop @ the Docklands
- SLV and Library of Congress Digital Preservation Outreach and Education Train the Trainer
- Victorian Public Libraries: Our Future, Our Skills

PLVN forums and workshops

- Collections Special Interest Group
- ICT Special Interest Group
- Libmark Seminar: Word of Mouth
- Library Stars Showcase
- Local Studies Group
- Makerspace Unconference
- Professional Development Workshop "How Teens Use Libraries"
- Resource Sharing Special Interest Group
- Unconference Special Interest Group Seminar
- Victorian Library Planning Workshop.

Work skills development training covers a broad range of disciplines as follows:

Library Knowledge and Customer Service

ALIA 2014 Workshop: Designing awesome customer service for your library

Catching the Third Wave – Maintain Digital Repositories

Children's Book Council of Australia Victorian Judge's talk

CIVICA Roadshow

CIVICA Workshop: Archive & Heritage Collections

Envisionware training

Helsinki Central Library Project with Kari Lamsa

Impact of Gaming, City of Greater Geelong, Headspace

MakerCamp, Hume Global Learning Centre

Oxford University Press: Oxford Quick Reference training

Resource for equitable access to libraries elearning course (REAL)

SirsiDynix Roadshow

Storytelling Australia @ The Dock, Oral Storytelling for Adolescents to Adults Beyond Rhyme time.

Marketing and Communications

Libmark, Changing landscapes marketing the future now

Net 101, Advanced Social Media Workshop

Using Heritage to Mobilise Community Reinvention Seminar

Human Resources and Industrial Relations

ASU Delegates' Conference

ASU Delegates' Training

Quarterly Workplace Relations Forums

Regional Workplace Relations Forum

Workplace Relations Workshop – Fair Work Act and Regulations.

Internal training

Various internal training programs were run by GRLC specialist staff to enhance operational and customer service skills and knowledge. These programs included:

- BIS financial system training
- Children's Programs Training
- Community Library Service Information Session
- Cruiser Smart Table Training
- Early Literacy Training
- eMemberships
- GLHC Staff Breakfast Briefings
- Inter-Library Loans Information Session
- Maternal health sessions training
- Oculus Rift training
- Social Media Training
- Technology Sandbox.

CONFERENCES/NETWORKING

Conferences and industry networking

Adelaide Writers Week 2015

ALIA Biennial Conference

ALIA National Conference

ALIA Online Sydney

ALIA Victorian Library Technicians River of Opportunities VIII

Annual Conference of the Australian Mobile Library Network (AMLN)

Australian Learning Lecture (ALL) – inaugural lecture

Children's Book Council of Australia Victorian Judge's Talk

ClassTECH Conference, Future Schools Expo

Community Safety Forum

COSA Annual Conference (Customers of SirsiDynix Australia)

FE Smart Library Users Group

Geelong Cultural Workers Networking Luncheon

International Network of Emerging Library Innovators Convening

Librarians Day, Australasian Congress on Genealogy and Heraldry

Literacy for Life – Eastern Regional Libraries

Makerspace Unconference, Hume Global Learning Centre

Oceania International Network of Emerging Library Innovators Convening

Oral Storytelling for Adolescents to Adults Beyond Rhyme Time

Outside the Lines: Third Biennial Youth unConference

PLVN Renew, Rethink, Revitalise Mini-conference

Reading Matters 2015 – The Conference

Stephen Heppell Masterclass, Docklands Library

Strategic Planning Day, Cloverdale Community Centre

The Library @The Dock Forum

VALA Lightning Talks, Melbourne

Virtual Reality Conference, Docklands Library

Women of Empire Seminar.

Launches and Annual General Meetings

Accessibility Launch, Bellarine Communication Access Project

Australia Council for the Arts – National Program Launch

City of Greater Geelong – Communications Access Launch

Cloverdale Community Centre Annual General Meeting

Committee for Geelong – Transforming Geelong – An Economic Update – Report Launch

COSA (Customers of SirsiDynix Australia) Annual General Meeting

FE SLUG (Smart Library Users Group), Annual General Meeting

Lord Mayor's Creative Writing Awards Launch – The Dock Library, Docklands Melbourne

New Mobile Library Launch

Northern Bay College and Kids Own Publishing Book Launch

PLVN Annual General Meeting

Stella Prize Author Program Launch

Victorian Aboriginal Honour Roll Roadshow Launch

Word for Word National Non-Fiction Festival Inaugural Launch.

Tours

Avondale Heights and Craigieburn Library Tours

GLHC Site Visits

PROV, GLHC Project

State Library of Victoria, GLHC Project

The Dock, Melbourne Library Service.

COMPLIANCE

Australian Internet Governance Forum

Construction Induction Card (White Card)

Heavy Rigid Licence

Occupational Health and Safety

Apply First Aid Training

Conflict Resolution Training

Fire Warden Training

Health and Safety Representative Initial OHS Training Course

Healthy Workplaces Workshop: Physical Activity in the Workplace

Management of Violence and Aggression International Training (MOVIAT)

Manual Handling Training

OH&S Course for Managers and Supervisors

Role of a Return to Work Coordinator.

ANNUAL STAFF TRAINING DAY

Once a year all GRLC libraries close their doors to enable staff to gather for an organisational-wide training day. This year's program included:

- Keynote speaker Debra Rosenfeldt, Manager Public Libraries and Community Engagement, State Library Victoria, presented 'Statewide Public Library Development Projects past, present and future'

- Patti Manolis, CEO, presented the Service Model for the new Geelong Library and Heritage Centre

- Sherrill Harvey, Manager Collection and Information Services, and Deanne Verity, Manager Children's and Youth Services, presented the knowledge they gained from having participated in the State Library of Victoria's Shared Leadership Program and the Oceania INELI Program respectively

- Mark Beasley, Geelong Heritage Centre Manager, presented 'Blast from the Past' the heritage service offerings.

LIBRARY STAFF OF THE FUTURE

We recognise the importance of work experience programs for secondary students and support this through placement opportunities at our larger libraries and with specialist staff. Eight students from seven secondary schools undertook placements in 2014/15. The schools were:

- Bellarine Secondary College
- Covenant College
- Grovedale College
- Mathew Flinders Girls Secondary College
- Saint Ignatius College
- St Joseph's College
- Sacred Heart College.

Three field work placements for tertiary students were undertaken at our libraries during 2014/15 by students from the following institutions:

- RMIT (Master of Information Management)
- Charles Sturt University (Graduate Diploma of Information Studies)
- The Gordon (Diploma of Early Childhood Education and Care).

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2015

CONTENTS

COMPREHENSIVE INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2015

	Notes	2015 $	2014 $
INCOME			
User fees	3	154,669	126,466
Grants – operating	4	1,779,704	1,729,402
Grants – capital	4	49,421	49,421
Contributions – monetary	5	10,369,749	9,119,234
Net gain/(loss) on disposal of plant and equipment	6	(23,830)	(197)
Other income	7	320,565	257,027
Total income		**12,650,278**	**11,281,353**
EXPENSES			
Employee costs	8	6,779,720	6,405,953
Materials and services	9	2,098,173	1,921,426
Depreciation	10	2,074,985	1,986,755
Other expenses	11	75,470	68,015
Total expenses		**11,028,348**	**10,382,149**
Surplus/ (Deficit) for the year		**1,621,930**	**899,204**

The above comprehensive income statement should be read in conjunction with the accompanying notes.

BALANCE SHEET
AS AT 30 JUNE 2015

	Notes	2015 $	2014 $
ASSETS			
Current assets			
Cash and cash equivalents	13	258,663	40,698
Trade and other receivables	14	7,426	150,034
Other financial assets	15	2,312,893	1,757,713
Other assets	16	151,719	139,681
Total current assets		**2,730,701**	**2,088,126**
Non-current assets			
Plant and equipment	17	11,252,929	10,350,592
Total non-current assets		**11,252,929**	**10,350,592**
Taotal assets		**13,983,630**	**12,438,718**
LIABILITIES			
Current liabilities			
Trade and Other Payables	18	224,030	480,232
Provisions	19	1,358,054	1,210,753
Total current liabilities		**1,582,084**	**1,690,985**
Non-current liabilities			
Provisions	19	132,875	100,992
Total non-current liabilities		**132,875**	**100,992**
Total liabilities		**1,714,959**	**1,791,977**
NET ASSETS		**12,268,671**	**10,646,741**
EQUITY			
Accumulated surplus		8,382,660	6,760,730
Members Contributions		3,886,011	3,886,011
Total equity		**12,268,671**	**10,646,741**

The above balance sheet should be read in conjunction with the accompanying notes.

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2015

2015	Equity Contribution $	Accumulated Surplus $	Total $
Balance at beginning of the financial year	3,886,011	6,760,730	10,646,741
Surplus/(deficit) for the year	–	1,621,930	1,621,930
Balance at end of the financial year	**3,886,011**	**8,382,660**	**12,268,671**

2014	Equity Contribution $	Accumulated Surplus $	Total $
Balance at beginning of the financial year	3,886,011	5,861,526	9,747,537
Surplus/(deficit) for the year	–	899,204	899,204
Balance at end of the financial year	**3,886,011**	**6,760,730**	**10,646,741**

The above statement of changes in equity should be read with the accompanying notes.

CASHFLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2015

	Notes	2015 $ Inflows/ (Outflows)	2014 $ Inflows/ (Outflows)
Cash Flows from Operating Activities			
User fees		170,136	139,113
Grants – operating		1,779,704	1,729,402
Grants – capital		49,421	815,421
Contributions – monetary		10,657,440	8,460,102
Interest received		121,795	113,709
Other receipts		218,647	157,650
Net GST refund/payment		190,338	316,568
Employee costs		(6,767,576)	(6,588,776)
Materials and services		(2,527,058)	(2,716,826)
Other payments		(78,030)	(91,134)
Net cash provided by/(used in) operating activities	20	**3,814,817**	**2,335,229**
Cash Flows from Investing Activities			
Payments for plant and equipment	17	(3,042,011)	(2,146,593)
Proceeds from sale of plant and equipment		339	854
Payments for investments		(555,180)	(354,853)
Net cash provided by/(used in) investing activities		**(3,596,852)**	**(2,500,592)**
Net increase / (decrease) in cash and cash equivalents		217,965	(165,363)
Cash and cash equivalents at the beginning of the financial year		40,698	206,061
Cash and cash equivalents at the end of the financial year	21	**258,663**	**40,698**
Restrictions on cash assets	13		

The above statement of cash flow should be read with the accompanying notes.

STATEMENT OF CAPITAL WORKS

FOR THE YEAR ENDED 30 JUNE 2015

	Notes	2015 $	2014 $
PLANT AND EQUIPMENT			
Plant and equipment		523,069	131,019
Fixtures, fittings and furniture		324,371	269,500
Library books		2,154,887	1,679,847
Total plant and equipment		**3,002,327**	**2,080,366**
Total capital works expenditure		**3,002,327**	**2,080,366**
Represented by:			
New asset expenditure		945,865	415,757
Asset renewal expenditure		1,533,393	1,566,831
Asset upgrade expenditure		523,069	97,778
Total capital works expenditure		**3,002,327**	**2,080,366**

The above statement of capital works should be read with the accompanying notes.

INTRODUCTION

The Geelong Regional Library Corporation was established by the member Councils to provide library services in the member's municipalities on 4th March 1997 and is a body corporate. The member Councils are the City of Greater Geelong, Surf Coast Shire, Borough of Queenscliffe and Golden Plains Shire.

The Geelong Regional Library Corporation's main office is located at 30 Brougham Street, Geelong.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

1 SIGNIFICANT ACCOUNTING POLICIES

(A) BASIS OF ACCOUNTING

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of plant and equipment (refer to note 1 (g))
- the determination of depreciation for plant and equipment (refer to note 1 (h))
- the determination of employee provisions (refer to note 1 (k))

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(B) CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies from the previous period.

(C) REVENUE RECOGNITION

Income is recognised when the Corporation obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Corporation and the amount of the contribution can be measured reliably.

User fees

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

Grants

Grant income is recognised when the Corporation obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in note 4. The note also discloses the amount of unused grant or contribution from prior years that was expended on the Corporation's operations during the current year.

Contributions

Monetary contributions are recognised as revenue when the Corporation obtains control over the contributed asset.

Sale of plant and equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Interest

Interest is recognised as it is earned.

Other Income

Other income is measured at the fair value of the consideration received or receivable and is recognised when the Corporation gains control over the right to receive the income. Other income also includes fines on overdue books.

(D) CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

(E) TRADE AND OTHER RECEIVABLES

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(F) OTHER FINANCIAL ASSETS

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

(G) RECOGNITION AND MEASUREMENT OF PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE, INTANGIBLES

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by the Corporation, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with the Corporation's policy, the threshold limits detailed in Note 1 h have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year. Plant and equipment are valued at cost.

(H) DEPRECIATION FOR PLANT AND EQUIPMENT

Plant and equipment and other assets having limited useful lives are systematically depreciated over their useful lives to the Corporation in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Asset recognition thresholds and depreciation periods	Depreciation Period	Threshold Limit $
PLANT AND EQUIPMENT		
plant, machinery and equipment	6.67 years	No limit
fixtures, fittings and furniture	3 - 10 years	1,000
computers and telecommunications	4 years	1,000
library books	2 - 20 years	No limit

(I) REPAIRS AND MAINTENANCE

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

(J) IMPAIRMENT OF ASSETS

At each reporting date, the Corporation reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement.

(K) EMPLOYEE COSTS AND BENEFITS

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current Liability – unconditional LSL is disclosed as a current liability even when the the Corporation does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months

The components of this current liability are measured at :

- present value – component that is not expected to be wholly settled within 12 months.

- nominal value – component that is expected to be wholly settled within 12 months.

Classification of employee costs

Non-current liability – conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non – current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

(L) LEASES

Operating leases

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

(M) GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(N) CONTINGENT ASSETS AND CONTINGENT LIABILITIES AND COMMITMENTS

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable.

(O) PENDING ACCOUNTING STANDARDS

Certain new AAS's have been issued that are not mandatory for the 30 June 2015 reporting period. The Corporation has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

(P) ROUNDING

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.

② BUDGET COMPARISON

The budget comparison notes compare the Corporation's financial plan, expressed through its annual budget, with actual performance. The Local *Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. The Corporation has adopted a materiality threshold of the lower of 10 percent or $250k where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by the Corporation on 26th May 2014. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. The Corporation sets guidelines and parameters for revenue and expense targets in this budget in order to meet the Corporation's planning and financial performance targets for both the short and long-term.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

(A) INCOME AND EXPENDITURE

	Budget 2015 $	Actual 2015 $	Variance 2015 $	Ref
INCOME				
User fees	101,162	154,669	53,507	1
Grants – operating	1,755,343	1,779,704	24,361	
Grants – capital	-	49,421	49,421	2
Contributions – monetary	8,551,051	10,369,749	1,818,698	3
Net gain/(loss) on disposal of plant and equipment	10,690	(23,830)	(34,520)	4
Other income	224,197	320,565	96,368	5
Total income	**10,642,443**	**12,650,278**	**2,007,835**	
EXPENSES				
Employee costs	7,118,469	6,779,720	338,749	6
Materials and services	2,132,417	2,098,173	34,244	
Depreciation	1,863,000	2,074,985	(211,985)	7
Other expenses	73,816	75,470	(1,654)	
Total expenses	**11,187,702**	**11,028,348**	**159,354**	
Surplus/(deficit) for the year	**(545,259)**	**1,621,930**	**2,167,189**	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	User fees	Favourable in business service fees of $48k, facility hire $3k and photocopying revenue $2k.
2	Grants – capital	Favourable due to $49k in Premier's Reading Challenge funding continuing into 2014-15. Originally this funding program was concluding at the end of 2013-14 and therefore had not been included in the 2014-15 budget.
3	Contributions – monetary	Increase in the City of Greater Geelong's contribution by $1,750m for the new Geelong Library and Heritage Centre collection and IT/AV equipment. Also $195k favourable due to Councils unfunded superannuation contributions not budgeted for. Offset by an unfavourable variance in the annual contribution by the City of Greater Geelong of ($113k).
4	Net gain/(loss) on disposal of plant and equipment	Loss on disposal of plant and equipment is due to the disposal of fixtures, furniture and equipment not fully depreciated (WDV $24k).
5	Other income	Favourable variances include interest revenue of $32k, vehicle contributions adjustment of $38k, sundry income including grants from Telstra and Geelong Community Foundation of $36k, offset by unfavourable income for fines ($10k).
6	Employee costs	Favourable variances of $346k due to vacancies arising during 2014-15, including a number of senior management and operational positions. These vacancies have been progressively filled.
7	Depreciation	Unfavourable increase in depreciation for lending materials due to reducing useful lives and depreciation for the new mobile library which commenced service in April 2015.

B) CAPITAL WORKS

	Budget 2015 $	Actual 2015 $	Variance 2015 $	Ref
PLANT AND EQUIPMENT				
Plant and equipment	639,500	523,069	116,431	1
Fixtures, fittings and furniture	1,050,000	324,371	725,629	2
Library books	2,230,733	2,154,887	75,846	
Total Plant and Equipment	**3,920,233**	**3,002,327**	**917,906**	
Total Capital Works Expenditure	**3,920,233**	**3,002,327**	**917,906**	
Represented by:				
New asset expenditure	1,750,000	945,865	804,135	
Asset renewal expenditure	2,170,233	1,533,393	636,840	
Asset upgrade expenditure	-	523,069	(523,069)	
Total Capital Works Expenditure	**3,920,233**	**3,002,327**	**917,906**	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Plant and equipment	The actual spending of $523k related to the upgrade of a mobile library funded by a $440,000 grant received in 2012-13 with the project being completed in 2014-15. The budget of $639.5k related to the upgrade of a second mobile library which anticipated funding via a Living Libraries Grant however the application was unsuccessful.
2	Fixtures, fittings and furniture	Favourable variance relates to IT/AV equipment for the new Geelong Library and Heritage Centre yet to be purchased.

3 USER FEES

	2015 $	2014 $
Other fees and charges	154,669	126,466
Total user fees	**154,669**	**126,466**

4 GRANTS

	2015 $	2014 $
Grants were received in respect of the following :		
Summary of grants		
State funded grants	1,829,125	1,778,823
Total	**1,829,125**	**1,778,823**
Operating Grants		
Recurrent – State Government		
Libraries	1,772,717	1,729,402
Other	6,987	–
Total recurrent operating grants	**1,779,704**	**1,729,402**
Total operating grants	**1,779,704**	**1,729,402**
Capital Grants		
Recurrent – State Government		
Premiers Reading Challenge	49,421	49,421
Total recurrent capital grants	**49,421**	**49,421**
Total capital grants	**49,421**	**49,421**

Conditions on grants

	2015 $	2014 $
Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:	-	-
Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:	-	-
Net increase/(decrease) in restricted assets resulting from grant revenues for the year:	-	-

⑤ CONTRIBUTIONS

	2015 $	2014 $
Monetary	10,369,749	9,119,234
Total contributions	**10,369,749**	**9,119,234**

⑥ NET GAIN/(LOSS) ON DISPOSAL OF PLANT AND EQUIPMENT

	2015 $	2014 $
Proceeds of sale	339	854
Write down value of assets disposed	(24,169)	(1,051)
Total net gain/(loss) on disposal of plant and equipment	**(23,830)**	**(197)**

⑦ OTHER INCOME

	2015 $	2014 $
Interest	121,795	113,709
Other	198,770	143,318
Total other income	**320,565**	**257,027**

⑧ EMPLOYEE COSTS

(a) Employee costs

	2015 $	2014 $
Wages and salaries	6,182,199	5,813,218
WorkCover	33,300	38,277
Superannuation	542,223	499,362
Fringe benefits tax	21,998	24,124
Other	-	30,972
Total employee costs	**6,779,720**	**6,405,953**

(b) Superannuation

The Corporation made contributions to the following funds:

	2015 $	2014 $
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	72,116	77,000
	72,116	**77,000**
Employer contributions payable at reporting date.	2,385	-
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	371,098	356,000
Employer contributions – other funds	82,177	63,000
	453,275	**419,000**
Employer contributions payable at reporting date	**-**	**-**

The Geelong Regional Library Corporation makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defind benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/ Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are noarmally based on a fixed percentage of employees earnings (for the year ended 30 June 2015, this was 9.5% required under Superannuation Guarantee legislation (for 2013/14, this was 9.25%.

Defined Benefit

The Geelong Regional Library Corporation does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of the Geelong Regional Library Corporation in the Fund can not be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

⑨ MATERIALS AND SERVICES

	2015 $	2014 $
Contract payments	573,125	601,926
Building maintenance	9,928	8,016
General maintenance	90,700	78,813
Utilities	429,164	406,899
Office administration	674,422	574,811
Information technology	218,924	212,786
Insurance	14,154	6,341
Consultants	87,756	31,834
Total materials and services	**2,098,173**	**1,921,426**

⑩ DEPRECIATION

	2015 $	2014 $
Plant and Equipment:		
Heavy vehicles and plant	16,584	-
Light vehicles	27,330	22,426
Furniture and equipment	695,986	697,362
Lending materials	1,120,697	1,075,860
	1,860,597	**1,795,648**
Book value of assets written off	214,388	191,107
	214,388	**191,107**
Total depreciation	**2,074,985**	**1,986,755**

Refer to note 17 for a more detailed breakdown of depreciation charges

11 OTHER EXPENSES

	2015 $	2014 $
Auditors' remuneration – VAGO – audit of the financial statements	9,000	8,800
Operating lease rentals	66,470	59,215
Total other expenses	**75,470**	**68,015**

12 SHARE OF EQUITY

The percentage of equity held by participating Councils making up the Geelong Regional Library Corporation is based on original contributions made at the time the Corporation came into being on 4th March 1997 plus a percentage of profits based on contributions made for each year. The percentage is as follows:

	2015	2014
City of Greater Geelong	86.48%	84.24%
Surf Coast Shire	4.74%	5.53%
Golden Plains Shire	6.70%	7.80%
Borough of Queenscliffe	2.08%	2.43%

13 CASH AND CASH EQUIVALENTS

	2015 $	2014 $
Cash on hand	2,870	2,870
Cash at bank	(3,742)	(216,288)
Term deposits	259,535	254,116
	258,663	**40,698**

14 TRADE AND OTHER RECEIVABLES

	2015 $	2014 $
Current		
Other debtors	7,426	150,034
Total current trade and other receivables	7,426	150,034
Total trade and other receivables	**7,426**	**150,034**

(a) Ageing of Receivables

At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Corporation's trade & other receivables was:

Current (not yet due)	7,426	150,034
Total trade & other receivables	7,426	150,034

15 OTHER FINANCIAL ASSETS

	2015 $	2014 $
Term deposits	2,312,893	1,757,713
Total other financial assets	2,312,893	1,757,713

16 OTHER ASSETS

	2015 $	2014 $
Prepayments	151,719	139,681
Total other assets	**151,719**	**139,681**

17 PLANT AND EQUIPMENT

	Plant machinery and equipment	Fixtures fittings and furniture	Library books	Work In Progress	Total plant and equipment
Plant and Equipment					
At cost 1 July 2014	561,221	5,168,213	12,101,305	513,536	**18,344,275**
Accumulated depreciation at 1 July 2014	(432,352)	(3,217,669)	(4,343,662)		**(7,993,683)**
	128,869	**1,950,544**	**7,757,643**	**513,536**	**10,350,592**
Movements in fair value					
Acquisition of assets	620,847	304,937	1,227,619	848,087	**3,001,490**
Assets disposed	–	(201,442)	(1,162,099)	–	**(1,363,541)**
	620,847	**103,495**	**65,520**	**848,087**	**1,637,949**
Movements in accumulated depreciation					
Depreciation	(43,914)	(695,986)	(1,120,697)	–	**(1,860,597)**
Accumulated depreciation of disposals	–	177,273	947,711	–	**1,124,984**
	(43,914)	**(518,713)**	**(172,986)**	**–**	**(735,613)**
At cost 30 June 2015	1,182,068	5,271,708	12,166,825	1,361,623	**19,982,224**
Accumulated depreciation at 30 June 2015	(476,266)	(3,736,382)	(4,516,648)	–	**(8,729,296)**
	705,802	**1,535,326**	**7,650,178**	**1,361,623**	**11,252,929**

18 TRADE AND OTHER PAYABLES

	2015 $	2014 $
Trade payables	91,713	177,549
Accrued expenses	41,494	17,383
Unfunded Superannuation	90,823	285,300
Total trade and other payables	**224,030**	**480,232**

19 PROVISIONS

	2015 $	2014 $
(a) Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	394,643	372,616
Long service leave	102,608	97,016
	497,251	**469,632**
Current provisions expected to be wholly settled after 12 months		
Annual leave	103,866	91,860
Long service leave	756,937	649,261
	860,803	**741,121**
Total current provisions	**1,358,054**	**1,210,753**
Non-current		
Long service leave	132,875	100,992
Total non-current provisions	**132,875**	**100,992**
Aggregate carrying amount of employee provisions:		
Current	497,251	469,632
Non-current	132,875	100,992
Total aggregate carrying amount of employee provisions	**630,126**	**570,624**

The following assumptions were adopted in measuring the present value of employee benefits:

	2015 $	2014 $
Weighted average increase in employee costs	3.50%	3.25%
Weighted average discount rates	3.03%	3.57%

20 RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO SURPLUS/(DEFICIT)

	2015 $	2014 $
Surplus/(deficit) for the year	1,621,930	899,204
Depreciation	1,860,597	1,795,648
Profit/(loss) on disposal of plant and equipment	(339)	(854)
Book value of assets written off	238,557	192,158
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	145,944	(139,380)
Decrease in prepayments	(12,038)	(110,235)
Increase/(decrease) in trade and other payables	(219,018)	(361,532)
Increase/(Decrease) in provisions	179,184	60,220
Net cash provided by/(used in) operating activities	**3,814,817**	**2,335,229**

21 RECONCILIATION OF CASH AND CASH EQUIVALENTS

	2015 $	2014 $
Cash and cash equivalents (see note 13)	258,663	40,698
	258,663	**40,698**

22 OPERATING LEASES

	2015 $	2014 $
(a) Operating lease commitments		

At the reporting date, the Corporation had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within the Corporation's activities (these obligations are not recognised as liabilities):

	2015 $	2014 $
Not later than one year	6,311	6,068
Later than one year and not later than five years	-	-
Later than five years	-	-
	6,311	6,068

(23) CONTINGENT LIABILITIES AND CONTINGENT ASSETS

CONTINGENT LIABILITIES

The Corporation has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the fund. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

FUNDING ARRANGEMENTS

The Geelong Regional Library Corporation makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

The Fund's latest actuarial investigation was held as at 30 June 2014 and it was determined that the vested benefit index (VBI) of the defined benefit category of which the Geelong Regional Library Corporation is a contributing employer was 103.4%. To determine the VBI, the fund Actuary used the following long-term assumptions:

Net investment returns	7.5% pa
Salary information	4.25% pa
Price inflation (CPI)	2.75% pa

Vision Super has advised that the estimated VBI at March 2015 was 108.50%.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

EMPLOYER CONTRIBUTIONS

Regular contributions

On the basis of the results of the most recent full actuarial investigation conducted by the Fund's Actuary as at 30 June 2014, Geelong Regional Library Corporation makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2015, this rate was 9.5% of members' salaries. This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate.

In addition, Geelong Regional Library Corporation reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

FUNDING CALLS

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Geelong Regional Library Corporation) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's defined benefit category, together with the employer's payroll at 30 June 1993 and the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

LATEST ACTUARIAL INVESTIGATION SURPLUS AMOUNTS

The Fund's latest actuarial investigation as at 30 June 2014 identified the following in the defined benefit category of which Geelong Regional Library Corporation is a contributing employer:

A VBI surplus of $77.1 million; and

A total service liability surplus of $236 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations excced the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2014.

The total service liability surplus means that the current value of the assets in the Fund's defined benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

Geelong Regional Library Corporation was notified of the results of the actuarial investigation during January 2015.

SUPERANNUATION CONTRIBUTIONS

Contributions by Geelong Regional Library Corporation (excluding any unfunded liability payments) to the above suppanuation plans for the financial year ended 30 June 2015 are detailed below:

Scheme	Type of scheme	Rate	2015 $	2014 $
Vision Super	Defined benefits	9.50%	72,116	77,000
Vision Super	Accumulation	9.50%	371,098	356,000
Various – Other Funds	Accumulation	9.50%	82,177	63,000

In addition to the above contributions, Geelong Regional Library Corporation has paid unfunded liability payments to Vision Super totalling $210k (2013/14 $280k).

There were $2,385 contributions outstanding and no loans issued from or to the above schemes as at 30 June 2015.

(24) FINANCIAL INSTRUMENTS

(A) OBJECTIVES AND POLICIES

The Corporation's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. 'Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. 'Risk management is carried out by senior management under policies approved by the Corporation. These policies include identification and analysis of the risk exposure to the Corporation and appropriate procedures, controls and risk minimisation.

(B) MARKET RISK

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Corporation's exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

INTEREST RATE RISK

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. The Corporation does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Corporation has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. We manage interest rate risk by adopting an investment policy that ensures:

- diversification of investment product,
- monitoring of return on investment,
- benchmarking of returns and comparison with budget.

There has been no significant change in the Corporation's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Corporation's year end result.

(C) CREDIT RISK

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with;

- we may require collateral where appropriate; and

- we only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.

Receivables consist of a large number of customers, spread across the consumer, business and government sectors. Credit risk associated with the Corporation's financial assets is minimal because the primary debtor is the City of Greater Geelong.

There are no material financial assets which are individually determined to be impaired.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. The Corporation does not hold any collateral.

(D) LIQUIDITY RISK

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or we will not have sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks we:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;

- have readily accessible standby facilities and other funding arrangements in place;

- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;

- monitor budget to actual performance on a regular basis; and

The Corporation's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the balance sheet, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in the Corporation's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

All financial liabilities are expected to be settled within normal terms of trade.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value

(E) FAIR VALUE

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value

Fair value hierarchy

The Corporation's financial assets and liabilities are not valued in accordance with the fair value hierarchy , the Corporation's financial assets and liabilities are measured at amortised cost.

(F) SENSITIVITY DISCLOSURE ANALYSIS

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Corporation believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 0.5% and -0.5% in market interest rates (AUD) from year-end rates of 2%.

These movements will not have a material impact on the valuation of the Corporation's financial assets and liabilities, nor will they have a material impact on the results of the Corporation's operations.

㉕ RELATED PARTY TRANSACTIONS

(i) RESPONSIBLE PERSONS

Names of persons holding the position of a Responsible Person at the Corporation at any time during the year are:

Board Members

Cr Helene Cameron (Borough of Queenscliffe)

Cr Nathan Hansford (Golden Plains Shire)

Cr Libby Coker (Surf Coast Shire – from 21st Oct 14)

Cr Margot Smith (Surf Coast Shire – until 20th Oct 14)

Cr Rod MacDonald (City of Greater Geelong)

Cr Andy Richards (City of Greater Geelong)

Cr Lindsay Ellis (City of Greater Geelong)

Cr John Irvine (City of Greater Geelong)

Chief Executive Officer

Ms Patti Manolis

(ii) REMUNERATION OF RESPONSIBLE PERSONS

The numbers of Responsible Persons whose total remuneration from the Corporation and any related entities, excluding retirement benefits, fall within the following bands:

	2015	2014
$0 - $9,999	8	11
$170,000 - $179,999	-	1
$180,000 - $189,999	1	-
	9	12
Total Remuneration for the reporting year for Responsible Persons included above amounted to:	182,180	174,524

Board members received no remuneration from the Geelong Regional Library Corporation.

(iii) SENIOR OFFICERS REMUNERATION

A Senior Officer other than a Responsible Person, is an officer of the Corporation who:

a) has management responsibilities and reports directly to the Chief Executive; or

b) whose total annual remuneration exceeds $136,000

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands:

Income Range:	2015	2014
$110,000 - $120,000	-	1
$120,000 - $129,999	-	1
$130,000 - $139,999	2	-
	2	**2**
Total Remuneration for the reporting year for Senior Officers included above, amounted to:	284,943	241,471

Board members received no remuneration from the Geelong Regional Library Corporation.

(iv) LOANS TO RESPONSIBLE PERSONS

There were no loans to responsible persons to report.

(v) TRANSACTIONS WITH RESPONSIBLE PERSONS

There were no transactions with responsible persons to report.

㉕ EVENTS OCCURRING AFTER BALANCE DATE

No matters have occurred after balance date that require disclosure in the financial report.

CERTIFICATION OF THE FINANCIAL REPORT

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989,* the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.

K. Fulton

Principal Accounting Officer
Mrs Kathy Fulton

Dated: 10th August 2015
Geelong

In our opinion the accompanying financial statements present fairly the financial transactions of the Geelong Regional Library Corporation for the year ended 30 June 2015 and the financial position of the the Corporation as at that date.
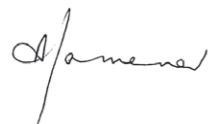
As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Geelong Regional Library Corporation and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.

Board Member
Cr A Richards

Dated: 10th August 2015
Geelong

Board Member
Cr H Cameron

Dated: 10th August 2015
Geelong

Chief Executive Officer
Ms Patti Manolis

Dated: 10th August 2015
Geelong

INDEPENDENT AUDITOR'S REPORT

To the Board Members, Geelong Regional Library Corporation

The Financial Report

The accompanying financial report for the year ended 30 June 2015 of the Geelong Regional Library Corporation which comprises the comprehensive income statement, balance sheet, statement of changes in equity, statement of cash flows, statement of capital works, notes comprising a summary of the significant accounting policies and other explanatory information, and the certification of the financial statements has been audited.

The Board Members' Responsibility for the Financial Report

The Board Members of the Geelong Regional Library Corporation are responsible for the preparation and the fair presentation of the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989.*

The Board Members are responsible for such internal control as the Board Members determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Audit Act 1994* and the *Local Government Act 1989,* my responsibility is to express an opinion on the financial report based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Board Members, as well as evaluating the overall presentation of the financial report.

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

Independent Auditor's Report (continued)

Independence

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

Opinion

In my opinion the financial report presents fairly, in all material respects, the financial position of the Geelong Regional Library Corporation as at 30 June 2015 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*.

MELBOURNE
11 August 2015

John Doyle
Auditor-General

PEOPLE
COMMUNITY
read
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grow

THANK YOU

our valued members, visitors and partners for supporting the Geelong Regional Library Corporation this year.

BANNOCKBURN
25-27 High Street
T 5281 2367

BARWON HEADS
Barwon Heads Primary School
Golf Links Road
T 5254 2143

BELMONT
163 High Street
T 5243 2655

CHILWELL
51 Russell Street
Newtown
T 5221 5129

CORIO
Cox Road (Corner Moa Street)
Norlane
T 5275 2388

DRYSDALE
18-20 Hancock Street
T 5251 3855

GEELONG
Geelong Library &
Heritage Centre
(from Nov 2015)
49 Little Malop Street

GEELONG WEST
153A Pakington Street
T 5229 1939

HIGHTON
Roslyn Road
(Corner Bellevue Avenue)
T 5243 4864

LARA
5 Walkers Road
T 5282 4182

NEWCOMB
Corner Bellarine Highway
and Wilsons Road
T 5248 1802

OCEAN GROVE
Presidents Avenue
(Corner The Avenue)
T 5255 4218

QUEENSCLIFF
55 Hesse Street
T 5258 2017

TORQUAY
Surf City Plaza
Beach Road
T 5261 3049

WAURN PONDS
140 Pioneer Road
T 5244 0048

WESTERN HEIGHTS
Western Heights College
Vines Road, Hamlyn
Heights
T 5277 1177

**MOBILE
LIBRARY STOPS**
Aireys Inlet
Anakie
Anglesea
Cape Clear
Deans Marsh
Dereel
Enfield
Grenville
Haddon
Leopold
Linton
Lorne
Meredith
Portarlington
Rokewood
Smythesdale
St Leonards
Winchelsea

CITY OF GREATER GEELONG

GOLDEN PLAINS SHIRE

SurfCOAST SHIRE